

# **TIRIMOANA SCHOOL** **STAFF INSERVICE TRAINING AND** **PROFESSIONAL LEARNING DEVELOPMENT POLICY**

## **RATIONALE:**

People perform workplace tasks more effectively when they are valued and when they have opportunities for inservice training to develop professionally.  
Fair and responsible employers ensure there are opportunities for both personal and collective Staff inservice training and promote professional learning development for all staff.

## **PURPOSES:**

1. To determine and promote the responsibilities of the school to provide professional learning development and inservice training opportunities for all staff.
2. To ensure there is appropriate access to professional learning development and inservice training opportunities for all staff.
3. To focus our professional learning development and inservice training on implementing outcomes that both directly and indirectly benefit children through enhanced learning programmes and higher achievement.
4. To ensure that professional learning development and inservice training undertaken is planned, monitored and reviewed regularly.

## **GUIDELINES:**

1. Whole school professional learning development and inservice training priorities will be determined annually by the Senior Leadership team in consultation with the staff and Board of Trustees.
2. The annual plan will include details of professional learning development and inservice training priorities, which will be reviewed and reported on to the Board of Trustees.
3. The Board of Trustees will provide an appropriate annual budget to support professional learning development and inservice training.
4. Individual professional learning development and inservice training priorities will be linked to outcomes from the appraisal process.
5. Teachers will be expected to share experiences and skills with their colleagues where appropriate.
6. All staff will be expected to exercise some personal responsibility for their own professional learning development and inservice training, as well as participating in whole school, departmental or syndicate planned opportunities.
7. Professional learning groups will form part of the regular programme for professional learning development with teachers.
8. Non-teaching staff will have access to opportunities for professional learning development, as appropriate, in order to further develop skills, new technology and career pathways.
9. The Principal will ensure each beginning teacher is allocated release time for inservice training, with Tutor Teacher support and guidance. Tutor Teachers will provide an inservice training plan for each beginning teacher and will provide the Principal with regular reports on progress.
10. The Principal will appoint a mentor who will be responsible for guidance and support to Associate Teachers and to Student Teachers when on teaching practicum in the school.

## **CONCLUSION:**

All staff have a responsibility for utilising professional learning development and inservice training opportunities to further their own professional skills and to provide enhanced learning opportunities for children. Professional learning development of staff contributes to enhanced motivation, improved skills, and higher achievement of students.