

## **Child Side School Professional Development Policy**

Human resources are Child Side's greatest resource and all staff are encouraged to engaged in professional development to provide opportunity for continued growth and reflection.

Professional Development may be organised on a whole school level by the Senior Educator and or Administrator to meet a whole school need or focus. This would mostly be organised on a school development day however staff may at times be asked to attend whole school professional development during the evening or on a weekend if it is not possible to be provided on a school development day.

Staff are also able to access professional development to satisfy their own specific requirements at point of need, when the opportunity arises or through their performance support management meetings. Funding is allocated each year in the budget for staff to engage in Professional Development and staff are required to check with the administrator before booking any professional development to ensure that funding is still available. Staff are also required to report back to other staff about the Professional Development undertaken at Staff Dialogue.

Where staff receive resources when attending Professional Development and the school has paid for the course, the resources become the property of the school.

Staff are required to keep a Professional Development Log each term and this Professional Development attended by staff is also recorded in the Annual Curriculum Plan and the Continuity and Cohesion Plan. Staff also need to be aware of their responsibilities with the Teacher registration Board TRB in terms of logging PD carried out as a condition of membership.

VERSION	DATE REVIEWED	DATE RATIFIED	CHANGES MADE	AUTHOR OF CHANGES
1	June 2011	10/8/2011	Formulated	KM
2	March 2014	26/3/2014	Word changes eg TRB	KM
2	June 2016	15/6/2016	No changes	KM