



To nurture each individual's aspirations and talent
To provide outstanding learning experiences and opportunities
To promote respect for one another and the environment
To encourage collaboration and partnership

STAFF DEVELOPMENT AND TRAINING POLICY

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Date of approval:	6th November 2015
Next Review date:	November 2017
Review period:	2 years
Status:	Recommended

Purpose

People are valued as our most important resource. Whilst we are a learning school where change means opportunity and where students and teachers learn together, we believe all staff, both teaching and non-teaching, should have clear roles and responsibilities and that they should all be given every opportunity for appropriate professional development.

We acknowledge the vital role of all staff in the running of the school and the fulfilment of its aims. Farmor's School is committed to maximising its effectiveness by supporting all staff with a rich programme of high quality development opportunities.

Relationship to Other Policies

Equal Opportunities; Appraisal; Associate Staff Appraisal; Assessment; Safeguarding; Initial Teacher Training; Teaching and Learning.

Principles

1. To encourage and support all members of staff to enhance the development of their professional and technical skills.
2. To encourage and support all members of staff to plan their careers and to identify new or different career opportunities
3. To maximise the number and range of opportunities available to all members of staff, both in school and elsewhere.

Responsibilities

Responsibility for Staff Training and Development lies with:-

1. **The Staff and Staff Welfare Committee of the Governing Board** which monitors all matters relating to staff welfare.
2. **Senior Leadership team** who co-ordinate in-service training days, development provision and evaluation in School.
3. **All Managers** who monitor and discuss needs with colleagues in their team and plan training and development for their area of responsibility
4. **All individual members of staff** who identify and communicate their own training and development needs

Methods

1. Induction programmes for all new and newly promoted staff.
2. Appraisal review and target-setting for all staff in order to identify individual development needs.
3. In service training (INSET) days to be used for development and training, not for routine matters
4. Sharing good practice in school and with partner institutions

5. Liaising with the University of Gloucestershire to support teachers working towards the Master's degree in Education
6. All career development opportunities to be advertised
7. Offer and encourage participation in short and long-term courses available through external agencies

Monitoring and Evaluation

The Staff and Staff Welfare Committee of the Governing Board will monitor the adherence to and implementation of this policy.

All training and professional development opportunities, whether in-house or provided by external agencies, will be followed by an evaluation questionnaire.

Individual development will be monitored through the appraisal process.