



WHOLE SCHOOL DEVELOPMENT & PRSD POLICY

Presented and adopted by Board of Governors on 10th October 2017

Signed: _____

Dated: _____

Review Cycle: AS REQUIRED.

WHOLE SCHOOL STAFF DEVELOPMENT

Ballymena Nursery School Definition:

"Staff development is the process of staff learning that aims to increase the effectiveness of all staff and governors, both as individuals and as team members, strengthening their own expertise and what they can offer the team."

At Ballymena Nursery School we work as a team. We aim to keep up to date with current developments and to be truly self-evaluative and reflective in our approach. In order that we may do so, we recognise the need for meaningful and purposeful staff development, planning and evaluation. It will enable us to contribute to the nursery's vision and to fulfil its aims and the overall principles of learning. The staff development process will ensure mutual benefit for the individual and the school, following the principles underpinning "Every school a Good School". (Department of Education, April 2009)

The Board of Governors and Principal are committed to developing all staff - those involved in a "hands-on" way with the children (the teachers and assistants) and also when appropriate, those such as our secretary and building supervisor. We also aim to involve regular temporary staff and when applicable students and additional assistants.

The teachers and assistants have been involved in drawing up a School Development Plan for the Nursery and in order to implement this plan fully, each member will be given training support, accessed in a variety of ways. This staff development is integral to the action planning for our Nursery.

Ballymena Nursery therefore, is striving to embed ETI "Promoting Improvements in the interest of all learners" (Jan. 2017) ; ISEF (Inspection and self-evaluation Framework); capacity building through Early Years Inclusion Service; Incredible Years and Jenny Mosley strategies for teaching and learning.

Our Staff Development will

- Contribute to improving and developing the overall effectiveness of the nursery, therefore raising achievements of pupils and meeting the needs of pupils, parents and wider community. "Learning to Learn" - a framework for Early Years Education and Learning (Dept. of Education, Oct. 2013)
- Attempt to ensure job satisfaction and enjoyment through personal achievement, individual and team effort.
- Improve and develop teaching, management and other job related skills.
- Ensure that all staff are valued and recognised as the school's most important asset/resource.

Implementation: -

- Staff Development is firmly placed and planned for in the context of the School Development Plan; action plans and staff meetings.
- Financial resources for staff development are shared in conjunction with the strategic development of the school and the continuing professional development of the staff.
- An annual audit is carried out to determine baselines for staff development for each staff member when they are given an opportunity to state what he/she perceives as:
 - His/her personal development needs to contribute to developing the overall effectiveness of the school and him/herself as an individual.

During discussion the Principal will:

- Give each staff member the opportunity to discuss their role
- Discuss their well-being and relations with others.
- Take the opportunity to encourage and praise staff for the work they have undertaken
- Agree targets for the following year and ensure that training and support, where necessary, are given in order to ensure that targets may be achieved.
- Prioritise training; organise/source training materials/speakers; liaise with other schools, agencies, share/join up for School Development Days, whole school capacity building.

- Within this process and throughout the year, the Principal will encourage staff to take some responsibility for aspects of their own staff development; disseminate hand-outs, good practice from training.
- Staff are encouraged to consult with the Principal, who will inform them of relevant courses, cluster and encourage them to independently apply for/attend possible courses they feel will benefit them professionally.

Staff Development Process

A Mentored Induction Programme

- ✓ This includes induction and support for all staff:
- ✓ New staff to the school
- ✓ Beginning Teachers and EPD
- ✓ Students on Teaching Practice or Work Placement
- ✓ Staff whose role or job changes within the school, both teaching and non-teaching.
- ✓ Volunteers

A Wide Range of Development Activities:

These include:

- ✓ Staff attending relevant INSET courses; Capacity Building training
- ✓ School based support
- ✓ Visits to other workplaces to observe experienced staff at work/cluster meetings
- ✓ Monitoring and supporting the work of individuals
- ✓ Other avenues to development - PQH, Masters, Diploma in Education, NVQ etc.

Evaluation

Evaluation of Staff Development is used to inform the development of the staff towards:

- ✓ Continuous professional development
- ✓ The achievement of the school goals.
- ✓ Ensure quality teaching and learning.

The school will evaluate how its Staff Development Policy is contributing to the school objectives and targets by:

- Continuous monitoring of the individual teacher in the classroom to ensure that agreed targets are met (use of ISEF framework, together with SDP and PRSD)
- Ensure that teachers meet on as regular a basis as possible to discuss the work of individual pupils and the teachers' contribution to this
- Organising regular whole staff meetings to ensure that each member of the team is aware of what is happening throughout the school.
- Deploying staff with particular expertise to lead, monitor and evaluate the work of others

Staff are responsible and required to e-mail our school secretary to update their personal and professional development record.



Staff Development Course Feedback

Name of Course	Name of Attendee(s):
Date attended:	At: Facilitated by:
2 points to take away:- • •	2 changes to classroom practice: • •
Useful Resources:	Useful contacts:
Would you recommend to others at Ballymena Nursery School?	Who is the course most suited to? (please circle) Nursery Assistants Sen Assistants Teachers Everyone

SIGNED: _____

Date of Review: _____