



# St Joseph's Catholic School

Queenstown

## PROFESSIONAL LEARNING FOR STAFF POLICY

### RATIONALE

Focussed and needs-driven professional learning programs provide optimum opportunities for professional growth, enhanced diversity and improved student learning outcomes. Ongoing and needs-driven professional development is an obligation of all professionals.

### AIMS

- To provide opportunity for all staff to further their professional skills and/or qualifications.
- To provide opportunities for teaching staff to further develop their awareness, knowledge and skills in current teaching and learning practices.
- To develop and enhance teachers' skills, knowledge and practice, which, in turn, will improve student learning.

### PROCEDURES

- The professional development of staff is a shared responsibility between the school and the staff member.
- In consultation with the Principal, each teacher will develop an **Individual Professional Development Plan** (IPDP) that is embedded within and reflects the Teacher Appraisal process.
- The **Individual Professional Development Plan** will allow for Catholic system needs, school-identified needs and for those needs of a personal interest.
- Accreditation courses are part of any over-all IPDP for teaching staff members. Staff must maintain Accreditation currency.
- All professional learning activities are to be approved by the Principal.

- Preference is given to professional learning activities, which are related to teachers' curriculum areas of responsibility and/or year level taught or staff's area of responsibility.
- All professional learning activities will be recorded for each teacher and for the school's personnel files, by the completion of a Professional Learning Log proforma.
- A budget is allocated annually for professional learning activities. Budget implementation will allow for equity of opportunity for involvement by staff and will include an amount for incidental professional learning activities.
- Staff members are encouraged to seek professional learning from other staff members and to provide same if requested.
- All staff members attending individual or small group professional learning courses have a responsibility to report briefly to the remainder of staff about the activity and its benefits.
- There will be student-free days or class release time allocated for whole-school professional learning activities each year.

*This policy and associated practices will be reviewed as part of the  
St Joseph's Catholic School policy review cycle.*

**Implemented February 2006; Reviewed 2010**