



## Professional Development Policy

### **Aims**

- A. Professional development will be readily available to staff

### **Scope and Application**

This policy is available on the school website and applies to:

- A. Employees
- B. Board

### **Definitions**

- A. **Australian Institute of Teacher and School Leadership [AITSL] Standards** – sets out what teachers and Principals are expected to know, understand and do as part of their role

### **Principles**

- A. To keep up to date with research and evidence based pedagogy and resources
- B. To consolidate whole school approaches to particular learning areas
- C. To explore areas the whole school has determined as a current focus
- D. To improve management and administration
- E. To gain information and assistance to implement required State and National school initiatives, for example, the Western Australian Curriculum and the National Safe Schools framework
- F. To improve staff knowledge of learning difficulties and disabilities
- G. To explore personal interests
- H. To continue training and learning and to model this to the school community
- I. To develop Leadership Capacity
- J. For staff to develop practice within the AITSL standards

### **Responsibilities**

- A. **Board**
  - 1. Writing and updating this policy in consultation with relevant parties

2. Set a budget for professional development
3. Monitor type and number of professional development sessions attended by staff and ensure it relates to current school initiatives and addresses requirements of external bodies
4. Engage in Development activities that relate to Governance

**B. Principal**

1. Facilitate staff discussions and decisions about professional development
2. Monitor new initiatives and requirements of external bodies
3. Ensure arrangements are made for students when staff are absent
4. Report Professional Development Activity to the Board

**C. Teachers**

1. Research and be involved in discussion and decisions about school focus and professional development opportunities
2. Attend professional development as desired and as required by the school
3. Complete Leave Request forms and provide reflections to staff
4. Make alternative arrangements for students affected by their absence

**D. Administration Staff**

1. Circulate information about professional development
2. Assist in all administrative aspects of this policy, for example, making bookings and payments

## **Related Legislation**

- A. Teacher Registration Act 2012
- B. Independent School Teachers' Award 1976
- C. School Education Act 1999
- D. School Education Regulations 2000
- E. School Curriculum and Standards Act 1997

## **Related Kerry Street Documentation**

- A. Procedures and Forms including:
  1. Procedure
  2. Leave request Form
- B. Policies including:
  1. Teacher Relief Policy
  2. Curriculum Policy

## Contact Person

Enquires relating to this policy should be directed to the Principal.

## Breaches of this Policy

Any breach of this policy may result in disciplinary action up to and including termination.

## Review and Authorisation

- A. This policy was authorised by the Kerry Street Community School Council on 7/6/05
- B. Reviewed on 13/1/06 by meeting of staff and council
- C. Reviewed September 2012
- D. Reviewed 13-09-2016
- E. To be reviewed by Feb 2022

## Revision History

Date	Revision	Detail
April 2019	V.1	Separation of Policy and Procedure. Minor edits to procedure.