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**Alternative Education**

CPD Policy

Linked-Learning Ltd is a place for everyone to succeed and thrive with inclusion at its heart.

**Principles, Values and Entitlements**

At Linked-Learning Ltd, we believe that all staff and governors, irrespective of experience, are entitled to access a programme of effective professional development, based on the identified needs of the individual.

We believe that high standards of professional development improve standards of teaching and learning and raise morale though personal and professional fulfilment. High quality professional development assists in attracting high quality candidates (recruitment), maintaining a high quality learning and mentoring staff (retention) and creating a defined career path.

All members of the Linked-Learning Ltd community will have opportunities through robust appraisal procedures, to discuss their professional development needs. The central emphasis will be on improving standards and the quality of teaching and learning – with a particular focus on the impact that CPD has on the pupils. Through the development of teaching and learning communities, best practice and an ethos of continuous self- improvement will be promoted.

**CPD Planning**

CPD planning is integrated with the requirements of Linked-Learning Ltd and is based on a range of information such as:

* the needs of our organisation as identified through its self-evaluation
* issues identified through other monitoring. e.g. OFSTED, LA Partner visits
* national and local priorities e.g. national strategies, , local community priorities
* development needs identified from the appraisal process
* whether it will help raise standards of pupils’ achievements
* making effective use of resources
* providing value for money
* enabling Linked-Learning Ltd to maintain agreed accreditation standards

**Provision of CPD**

Linked-Learning Ltd will allow staff to develop skills and competencies progressively, with reference to Teachers Standards, or competency descriptions for Teaching Assistants.

**Leadership and Management of CPD**

Linked-Learning Ltd has a named CPD Leader, Brett Stevenson. He is responsible for identifying the Linked-Learning Ltd CPD needs and those of the staff working within it.

Within the Linked-Learning Ltd, it is the responsibility of the CPD Leader to make sure that programmes are developed that allow for CPD throughout the year. One of their main roles is to design a staff meeting and planning programme that ensures the needs of the staff are being met and effective training is put into place to meet these needs.

The Director will be responsible for agreeing the main CPD priorities, and communicating these to all staff, alongside any budgetary implications of addressing these needs. The budget will be managed to allow all staff the opportunity to access appropriate internal and external CPD. The most important needs of the staff should be prioritised so that the budget can be spent most effectively.

There are robust and transparent arrangements for accessing CPD, communicated to all staff via their appraisal..

**Supporting a range of CPD activities**

Linked-Learning Ltd will support a wide portfolio of CPD approaches in an effort to match preferred learning styles of staff and to maximise the impact on teaching and learning within Linked-Learning Ltd.. These CPD approaches will include, but are not limited to:

* attendance at a course or conference;
* centre-based work through accessing an external consultant/adviser or relevant expert
* distance learning e.g. relevant resources, training videos, reflection, simulation;
* coaching and mentoring – receiving or acting in these roles, acting as or receiving the support of a critical friend, team building activity

**Mandatory Staff Development Provision**

The following staff development activities are mandatory and we ensure staff participation in these where appropriate:

• Induction – Linked-Learning Ltd is obliged to ensure new staff are given an induction plan with support, this will include mandatory training in PREVENT and Level 2 Safeguarding.

• Management Development – all staff appointed to a managerial role at Linked-Learning Ltd should attend training and development appropriate to that role – for example Designated Safeguarding Lead Training

• Equality and Diversity – all staff who take part in a selection or promotion panel should have attended Equality and Diversity or Recruitment and Selection training

• Initial Development Programmes – where it is a requirement of terms and conditions of employment staff should attend the relevant mandatory course linked to probation – for example training for new academic staff.

**Linked-Learning Ltd currently assigns Anti-Bullying Alliance Training, PREVENT and Safeguarding Training to all new staff**

**Appendix**

# Pre-Development Form

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name: |  | |  | | |
| Course Title: |  | | Course Date(s): |  | |
| Start time: | Finish time: | |
| Training Provider: |  | | Venue address: | | |
|  | | Postcode: |
| Cost of Course: |  | Code (if applicable): |  | | |
| Please indicate **one** category this training applies to:  **A. Direct Training** - Directly seeks to improve specific pupil outcomes (Academic and wider). | | | | | |
| **B. Indirect Training** - Contributes to leadership, procedural or operational running of Linked-Learning Ltd. | | | | | |
| **D. Appraisal Target:** - As identified on your current appraisal. | | | | | |
| Course Objective: | | | | | |
|  | | | | | |

What skills or knowledge do you wish to gain from this training?

What impact do you feel the training will have on you, your role and your team?

If your chosen category is **A (Direct Training)**, what will be the **IMPACT** on specific pupil outcomes be? (only complete this section if you have selected category A)

Do you have any specific requirements / questions you would like the training or trainer to cover?

Would you be able to share this training and if so, how and with whom?

Signature: …………….……………………………. **Staff Member:** …………………………………………….…. Date: …………….

Line Manager comments:

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