

# SUNCROFT NATIONAL SCHOOL

## **Policy Number: 29 - MANAGEMENT & STAFF DEVELOPMENT REV:2**

### **Rationale:**

This policy is necessary to raise awareness about staff and management development and to ensure our school community keeps up to date with any educational changes, as well as for personal growth and for job satisfaction.

### **Relationship to the Characteristic ethos of the School:**

In our ethos/mission statement, we aim to promote personal and professional growth for staff members. We hope that staff will be willing to partake in all aspects that will be of benefit to the entire school community.

### **Aims:**

To have guidelines about staff/management development.  
To encourage and promote personal and professional development.

### **Guidelines: (Content of Policy)**

We regard staff development as meaning personal and professional growth.  
It is essential that all staff are involved and included, and that there is a definite aim and a specific time frame.

A Resource Library is available in the school with books that look at aspects of school life and at various areas of the curriculum.

The notice boards in the staff room are used to notify teachers of upcoming courses, seminars.

Copies of courses, with application forms, run by the Education Centre, are circulated to all relevant staff.

Copies of all DES circulars are distributed to all relevant staff.

Teachers with a particular expertise will swap classes for that particular subject.

The BOM will consider any applications for career breaks, secondment, job-sharing subject to the guidelines set out by the DES.

BOM training will be encouraged as provided for by CPMSA.

The internet is used as a resource by all staff.

### **Success Criteria:**

Is assessed on an ongoing basis.

### **Roles and Responsibilities:**

The Principal, Vice Principal and INTO staff representative have overall responsibilities for disseminating information about seminars and courses.

Each staff should make the Principal aware of any course they wish to attend. Teachers on courses are asked to provide feedback to the other staff, if relevant.

REVISED AND UP-DATED: 15<sup>TH</sup> February 2011