

## PROFESIONAL LEARNING POLICY

### PURPOSE

Professional learning involves the whole school community; teachers, administrative staff, School Support Service Officers (SSSO's), parents and School Councillors participating in a variety of experiences and activities, which lead to professional growth, effective school leadership, enhanced diversity and student learning.

### SCOPE

This policy applies to all school staff, SSSO's, school councillors and parents.

### POLICY

This policy outlines the importance of Professional Learning:

- To provide opportunity for all staff to further their professional skills and/or qualifications
- To provide opportunities for staff to further develop their awareness, knowledge and skills in current teaching and learning practices
- To enhance the skills of teachers in order to improve student learning
- To ensure all School Councillors have the opportunity to develop the skills they need to exercise their responsibilities in the most effective manner.

### GUIDES FOR IMPLEMENTATION

- Ongoing and needs-driven Professional Learning is the obligation of all professionals, School Councillors and some volunteers, e.g. Classroom Helper's Courses, etc.
- An individual's professional learning is a shared responsibility between the school and each staff member
- Each staff member will develop a personal professional learning plan that is embedded within, and reflects, the performance review process
- The personal professional learning plan will allow for whole school identified needs, specific team needs and for personal professional learning needs
- A staff member or Assistant Principal will be assigned the responsibility of Professional Learning Coordinator. Their role will be to inform staff of professional learning opportunities which in turn will reflect individual needs as identified in performance plan reviews. The coordinator will also play a role in coordinating and organising professional learning activities for individuals, teams and the whole school as well as communication of any teacher replacement needs.
- A budget will be allocated to professional learning each year and adhered to. Budget implementation will allow, over time, for equity of resources amongst staff and include an amount for incidental professional learning.
- The Professional Learning Coordinator will be responsible for its implementation.
- Each individual teacher will be responsible for keeping their own Professional Learning list –to support Victorian Institute of Teaching (VIT) registration.
- Current Professional Learning will be presented to School Council, as a part of the Principal's report, at every School Council meeting.
- Staff are encouraged to seek and provide professional learning activities from other staff members within the school.

- All staff and Councillors attending professional learning activities have a responsibility to report briefly to the remainder of staff/councillors about the activity and its potential application to the school.
- School Councillors have a responsibility to undertake professional learning.

## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in the staff annual USB
- Made available in hard copy from school administration upon request.

## FURTHER INFORMATION AND RESOURCES

- Statement of Values and School Philosophy
- Bullying Prevention Policy
- Child Safe Standards.

## POLICY REVIEW AND APPROVAL

<i>This policy has a review cycle of 3-4 years</i>	This policy was approved by School Council on <b>23<sup>rd</sup> November, 2021</b> and is scheduled for review in <b>August 2023</b> .
<i>Reviewed by</i>	<i>Rohan Thompson, Di Double, Matt Ford, Bec Hale, Stuart McLean, Deb Langford, Lisa Hoskins-Faul, Chelsey Robins, Phil Darbyshire</i>
<i>Approved by</i>	<b>Principal – Rohan Thompson</b> <b>School Council President – Lisa Dell</b>