

## Stampers Pre-School

### **Continuing Professional Development (CPD) Policy (reviewed 18.2.16)**

#### **• Statement of intent**

Our Pre-School values all the people who work within it. Our vision statement talks of enabling our children and parents/carers to feel happy, safe and secure in our stimulating learning environment. If we are to achieve this vision, then all staff within our Pre-School have a part to play. A programme of continuing professional development recognises and develops the contribution that all adults can make to pre-school improvement. This policy provides the framework through which all staff are supported and professionally developed. It is also a requirement of the Early Years Foundation Stage 'Welfare requirements' that **"Providers must support staff to undertake appropriate training and professional development opportunities to ensure they offer quality learning and development experiences for children that continually improves."**

#### **Aim**

To ensure all staff within our Pre-School are offered opportunities for professional development.

#### **Methods**

In order to achieve this we:

- Identify the need for training as part of our yearly appraisal (see CPD policy), and setting self evaluation.
- We revisit the appraisal during termly supervision where any further training needs can be identified.
- Staff who have had training, cascade the information to other staff at staff meetings/INSET days.
- We keep fully up to date with new training via the support we receive from Northumberland County Council's Early Years Team.

We ensure all staff have equality of opportunity without discrimination in seeking the highest level of personal achievement.

All staff working in our Pre-School receive a planned induction. Induction for parent/carer helpers, work experience students, and supply staff are also supported through an induction process. All staff are entitled to an annual appraisal, through which professional development needs may be identified to support negotiated targets for development.

#### **Evaluation**

- We review job descriptions at yearly appraisals.
- We regularly moderate our work to ensure we are continuing best practice.
- We ask staff members to formally evaluate any training they do. We use this information to evaluate the usefulness of the training attended.
- We ask staff to cascade training to other staff members at staff meetings and INSET days. We engage in discussions to decide how we can usefully implement the training in the setting.
- We carry out peer observations on each other half termly for each staff member.

This Policy adopted by the Stampers Pre-school Management Committee.

Signed ..... date .....

Chair of Stampers Pre-school Management Committee