



For **all** support staff

Welcome to the summer 2009 edition of NAPTA News. We hope that you and your support staff are making full use of your NAPTA membership. Read the testimonials below and overleaf to find out how schools are benefiting.

Completely updated in 2008, the NAPTA programme links to the new National Occupational Standards for support staff that became mandatory from September 2008. Plus, the huge bank of materials that makes up the Development Resources is available online and is therefore more readily accessible by all staff.



Your experience with NAPTA

We are keen to find out about your experience with NAPTA. If you would like to write a brief testimonial, please send it to us via maura@napta.org.uk.

Testimonial from Cathy Waddington, School Workforce Adviser, Nottingham City Council

“ NAPTA has been working with Nottingham City schools and the local authority over the past two years. NAPTA's **Workforce Development Programme** was first piloted with a small group of schools and, because of its success, was then rolled out to all our schools. Schools have commented on various aspects of the programme, including the:

- positive impact on support staff and their morale
- ease with which staff could complete the audit
- easy-to-understand yet comprehensive results from the audit
- usefulness of the underpinning Development Resources
- helpfulness of NAPTA and its staff.

Our overriding reason for undertaking the programme was to impact directly on support staff's effectiveness in supporting pupils and young people in our schools. It is in this area that schools have found the programme has had a positive influence on the effectiveness and the targeting of CPD for support staff.

From the local authority's point of view, it has meant that we have been able to gain an insight into the training needs across our workforce. We can therefore target our resources at specific skill and CPD areas knowing that we will be directly impacting on school effectiveness.



New to NAPTA or unsure as to what is happening in your school?

If you are new to the NAPTA process and are not sure what it can offer, please contact us on 01223 224930. We can update you on where your school is in the membership cycle, and what you can do to move forward.



**committed to
inclusive staff
development**

Testimonial from Sharon Wilkins, Senior LSA, Westbury School, Nottingham

“ Our school joined NAPTA in 2008 following recommendations from colleagues within the city who were already members.

We are currently expanding our school and have therefore also increased the size of our support staff team.

We have found the online Professional Development Review process incredibly valuable, both for providing individual teaching assistants with a clear understanding of their competencies and for highlighting areas of whole-team and individual training and development needs. The detailed staff reports have enabled us to offer a much more targeted and effective professional

Testimonial from Niki Pelham, Assistant Headteacher, Harehills Primary School, Leeds

“ NAPTA has provided our school with the tools we needed to kick-start our performance management for support staff. Our staff are very diverse in terms of needs and experience, and the online profiling allowed them to quickly see their progression towards their next professional step.

development review process across our support staff team and has prompted teaching assistant colleagues to seek development opportunities, eg NVQ Level 3 Supporting Teaching and Learning courses. During the forthcoming academic year, we hope to deliver whole-team training that is specific to the areas raised by the profiling system and will use the excellent developmental materials provided by NAPTA to facilitate this.

The resources provided by NAPTA are vast and, in addition to the benefits and positive impact the programme has had within our school, I have also found the NAPTA staff team incredibly supportive. On all the occasions that I have needed to contact the team, they have been able to provide me with instant and clear assistance.

Although we are at the beginning of our NAPTA journey, the pro formas and guidance have allowed us to see our next steps clearly, and have been well received by all. Spending time training and getting to know our support staff professionally has not only been insightful but a real pleasure too.

Development Resources

Take time to look through the *Development Resources* as they offer a huge bank of ready-to-use materials. They include the following:

- » **Meeting Individual Needs** – 40+ fully resourced training sessions, which are closely mapped to the National Occupational Standards for Supporting Teaching and Learning in Schools, to run with support staff.
- » **Institutional Guidance** – Detailed resources to help save leadership team time, eg *CPD Portfolio Builder*, support staff competence checklists, *Team Leaders' Toolkit*.
- » **Curriculum Support** – *SEN Reference*, *Marking guide*, video resources, etc.

The Support Staff Little Pocket Book (Second Edition)

from QGP provides a unique and comprehensive range of essential information for support staff to refer to on a daily basis. The second edition offers new material about special needs education, your rights and responsibilities, pay and conditions of service, and ten SEN case studies to inform your professional development. For more information and to order, contact Elizabeth Reed at e.reed@qgpsolutions.com. Copies should be available late May 2009. As a NAPTA member, you can claim a 5% discount!

