

Support Staff Performance Management and Development

Start-up Programme



	Key Message
One-hour headteacher briefing session	<p>1 » Developing a whole-school strategy for workforce development requires a clear view of the current situation, with pointers to developmental needs backed by a realistic means to deliver solutions</p>
CPD Leader training	<p>2 » Established standards provide a framework for development</p> <p>» Profiling against these standards can be non-threatening and quick to undertake</p>
45-minute profiling session	<p>3 » Profiling is a reassuring, positive experience presenting an opportunity for career/ personal development</p>
One-hour feedback & planning session <i>(Head + CPD Leader)</i>	<p>4 » Carefully-analysed self-perception data can inform CPD at individual, school and local authority levels, as well as the school development plan, staff deployment and the SEF</p> <p>» All support materials provided, mapped to developmental needs on a whole-school and individual-practitioner basis</p>



B E N E F I T S				
Headteacher	CPD Leader	Support Staff	Teachers	Pupils
<p>Clarity gained on issues, leading to a practical way forward for:</p> <ul style="list-style-type: none"> • PPA • job evaluation • support staff review • CPD implementation • SEF completion 				
<p>Responsibility for workforce development shifts, in part, to a well-supported CPD Leader</p>	<p>Greater understanding of the standards, how they relate to development paths, and how to use them in a non-threatening profiling exercise</p>			
<p>Opportunity to demonstrate that school values all staff</p>	<p>Opportunity to lead a constructive and positive team-building exercise</p>	<p>Opportunity to gain a clear understanding of strengths and developmental needs</p>		
<ul style="list-style-type: none"> • Data set of evidence gained for use in SEF • Practicable action plan developed for application over the next two years 	<ul style="list-style-type: none"> • Comprehensive and clear evidence base • CPD plan • Individualised material to conduct personal reviews 	<ul style="list-style-type: none"> • Personal reviews that use self-assessment as a starting point • Opportunity to articulate knowledge, skills and understanding in Government language 	<p>Opportunity to identify additional areas where they feel help is needed from support staff colleagues, and in which support staff may therefore need training</p>	
<p>Development takes place using an affordable and efficient delivery method, backed with copious reference materials</p>	<p>Pragmatic way forward that helps preserve work-life balance</p>	<ul style="list-style-type: none"> • Short-term access to key developmental needs • Long-term access to career development pathways 	<p>Higher-quality support</p>	<p>Higher-quality provision</p>

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