**2(a) Normalization Steps:**

**1. First Normal Form (1NF):**

* Ensure all attributes are atomic. The original table contains atomic values, so it is already in 1NF.

**2. Second Normal Form (2NF):**

* **Identify Primary Key:** StaffID (each staff has one job).
* **Remove Partial Dependencies:** Attributes like Job, SchoolID, and School depend on JobID (not directly on StaffID). Create separate tables:
  + **Job Table:** JobID (PK), JobTitle, SchoolID (FK).
  + **School Table:** SchoolID (PK), SchoolName.

**3. Third Normal Form (3NF):**

* **Remove Transitive Dependencies:** SchoolName depends on SchoolID (via Job table). PerformanceGrade depends on MeetingID. Create:
  + **Performance Table:** MeetingID (PK), StaffID (FK), MeetingDate, PerformanceGrade.

**Final Normalized Tables:**

1. **Staff**
   * StaffID (PK)
   * StaffName
   * StaffTelephone
   * StaffStreet
   * PostCode
   * StaffType
   * StartDate
   * JobID (FK)
2. **Job**
   * JobID (PK)
   * JobTitle
   * SchoolID (FK)
3. **School**
   * SchoolID (PK)
   * SchoolName
4. **Performance**
   * MeetingID (PK)
   * StaffID (FK)
   * MeetingDate
   * PerformanceGrade

