

Exemplar Plan: Professional Development of Teaching Staff to Improve Teaching, Learning and Assessment of Pupils with Special Educational Needs and Disabilities.

Learning Outcomes:

- ✓ To increase in awareness of inclusivity and accessibility.
- ✓ To improve performance of students with SEND.

		ASK	ACTIONS
PHASE 1	Analyse: Learning needs Analysis based on College Targets and TLA priority	What is already in place? What is needed to improve? What will be the Learning Outcomes, how can you measure the impact?	Identify existing good practice and areas for improvement. Analyse Learning Reviews. Talk with SEND Manager, Learning Assistants, teachers, Identify experts, Ask Faculty Leads, SEND students. What is available on Google classroom, Web accessibility? Do they adapt resources for everyone? How accessible are online materials? Are teachers aware of individual student profiles? How are students scaffolded In lessons AND outside of class (Independent learning tasks?, Online Survey?)
PHASE 2	Select mechanisms	Which mechanism? Is there at least 1 from each of the 4 areas? Examples: Build Knowledge (BK): Expert speaker, avoid cognitive overload Motivate staff (MS): Develop Teaching Techniques (DTT): Peer support, online forum (Google Classroom?), sharing ideas, Just in Time examples available (modelling) on Google classroom. Embedding Practice (EB): Add to subject review/ SAR/ QulP Prompt Context Specific repetition embedding in curriculum sequencing and assessment plan	"Seed" need for improvement/ adjustments for SEND provision with staff. Briefings: College Targets, TLA priority, cluster meetings, QulP meetings. Ask for help, volunteers Sourcing expert speaker/ presenter to be sourced. Make Learning Outcomes explicit.
PHASE 3	Select tools	Have we got a plan for implementation? Have we organised the tools (resources) that will be used? Have we decided on deadlines and people responsible?	Create resources, handouts quizzes, action plans for teachers as assignment on GC, (scheduled release PD day), Create social forum for sharing ideas, good practice, help. Where housed? Estates team, parking for guests/ Teams link. Catering, housekeeping, H & S, rooming. "PD day" plan (Delegate these tasks with deadlines)
PHASE 4	Disseminate	Publicise the Professional Development Day plan Differentiate with staff version for a PD day different to the overall	Via Staff notices, email at least a week in advance,
PHASE 5	Implement	If plan is followed the implementation of PD day should go smoothly?	This may happen well before an actual PD day . Make PD day focus and revisit Learning Objectives with staff. Tasks align with desired outcomes. Submitted Short Action plan on PD day to TLA classroom
PHASE 6	Embed and Evaluate	Are staff continuing to alter and improve their practice?	Monitor Action Plans submitted. Feedback they have been received. Learning Reviews: identify subject lines that have altered practice. Check with SEND manager are teachers making best use of Teaching Support, are teaching support more proactive? Analyse PM data (Teachers, HoF, FL) How are SEND students performing on formative assessments post intervention?