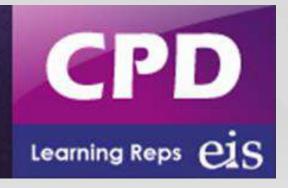
PL/GTCS Standards/ PRD/PU 2025

Dominic Shaikh, Martyn Cheung

Learning Representatives





TAKING THE STRESS OUT OF PRD AND PU

The purpose of the workshop is to discuss a sensible approach to annual PRD and the PU cycle.

You will leave the session having:

- developed your understanding of PRD and PU processes
- a clear understanding of what you need to do to fulfil your own professional responsibilities.



ACCORDING TO THE GTCS, PROFESSIONAL UPDATE REQUIRES:

Ongoing

- Engagement in <u>Professional Learning</u>
- 2. Self-evaluation against the appropriate GTCS Professional Standards
- Maintaining a reflective professional learning record and associated <u>evidence of impact</u>
- 4. Engagement in the <u>Professional Review and Development</u> process

Annually

5. Updating your personal and employment details held on the GTCS register – Update your details via MyGTCS

MyGTCS Login | General Teaching Council for Scotland

5-yearly

6. Signing off to confirm engagement in the process with GTC Scotland (by the individual and someone (usually) with managerial oversight)

Part 1 Professional Learning

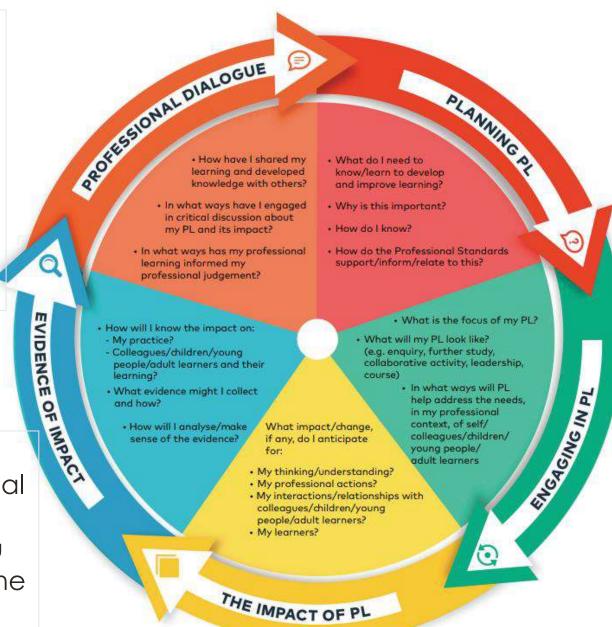
What is Professional Learning?

- Teachers engage in professional learning to stimulate their thinking and professional knowledge and to ensure that their practice is critically informed and current.
- When a wide range of high-quality, sustained professional learning experiences are undertaken, teachers are more likely to inspire pupils and provide high-quality teaching and learning experiences, enabling learners to achieve their best.
- It is important that professional learning provides rich opportunities for teachers to develop and enhance their professional knowledge and practice, in order to progress the quality of learning and teaching and school improvement.

THE PROFESSIONAL LEARNING CYCLE MODEL

PRD provides teachers with ongoing opportunities to reflect on their practice and personal learning through professional learning conversations supported by an annual review meeting.

Gathering evidence of the impact of professional learning allows you to really focus on what you have learned and see the impact of that learning.



The Professional
Standards provide a
framework for PL

Help identify Areas for Development

Identification of PL opportunities

- Provider?
- What?
- When?

Document > Professional Learning planning cycle

The Professional Learning **Planning Cycle**



PROFESSIONAL DIALOG

- In what ways h in critical discus my PL and its in
- In what ways has m learning informed m professional judgem
- · How will I know the impact - My practice?

EVIDENCE

OF

IMPACT

- Colleagues/children/young people/adult learners and learning?
- What evidence might I col and how?
 - How will I analyse/mail sense of the evidence?

- What do I need to know/learn to develop and improve learning?
- Why is this important?
- How do I know?
- How do the Professional Standards support/inform/relate to this?

THE IMPACT OF PL

WHAT IS PROFESSIONAL LEARNING?

Examples of professional learning

Here are some examples of professional learning opportunities:

- Experiential, action or enquiry-based learning
- •Professional dialogue with colleggues, other professionals, parents, and learners
- •Focused professional reading and esesuch
- •Leading or engaging in practitioner enquis/action research
- •Critical analysis of reading, learning and implications professional practice
- Peer support e.g. coaching or mentoring
- Probationer support
- •Classroom visits/ peer observations/ shadowing with related professional dialogue
- Online learning/blogs
- Co-operative or team teaching
- •Leading or participating in a working party or task group
- •Planning learning which is inter-disciplinary or cross-sector
- •Participation in activities relating to assessment and moderation
- •Secondments, acting posts and placements
- Masters study and qualifications
- •Accredited courses or activity related to achieving national professional standards for teachers
- Professional/ Academic conferences
- •Self-evaluation and critical reflection processes

'Professional learning should be meaningful and relevant to teachers in their context'.

'This may mean that some, or even all, of the professional learning undertaken will come directly from the school improvement plan, but it may also derive from specific circumstances arising that require you to focus on more personalised professional learning'.

'Professional learning should be impactful on learning and teaching or leadership and should help teachers to continually descript their practice'.

What is the link between PL and GTCS Standards?



- The Professional Standards are integral to, and demonstrated through, teachers' professional relationships, thinking and actions in their professional practice.
- A commitment to reflecting on the connections between values and actions and career-long professional learning is a critical part of developing teacher professionalism.

Your professional learning must be reflected upon against the GTCS Standards. The Standards are central to Professional Review and Development (PRD) and Professional Update (PU).

Part 2 GTCS Professional Standards

Professional Standards 2021





An Applicational Professional Standard for Scotland's Seathers

Formal Enactment 2 August 2021

for Headship

An Anglantian of Professional Shipman's for Scotland's Trackers

Formal Enactment 2 August 2021

THE PROFESSIONAL STANDARDS FOR TEACHERS

Refreshed and restructured Professional Standards were enacted on 2 August 2021.

Includes a new section called 'Being a teacher in Scotland', which highlights the professional values of social justice, trust and respect and integrity as central to what it means to be a teacher in Scotland.

Purposes of the Professional Standards

- to create a shared language for teaching professionals
- as a benchmark for professional competency (Standard for Provisional Registration and Standard for Full Registration)
- to develop and enhance professionalism
- to support career-long professional growth
- to provide a framework for Initial Teacher Education, probation and leadership pathways and professional learning programmes
- support for self-evaluation and reflection for teachers in, and aspiring to, formal leadership roles and contribution to dialogue about leadership and management
- to inform the process of recruitment and selection
- to ensure and enhance public trust and confidence in the teaching profession

Exploring and using our Standards

To inform and plan your professional learning

To select development areas relevant to you and your learners As an
aspirational
and
developmental
framework

To ask critical questions and support enactment of Professional Values, Professional Commitment, Professional Knowledge, Understanding, Skills and Abilities.

As a reference and reflection point for professional dialogue

To selfevaluate and challenge your thinking

To support professional judgment when adapting professional actions



Making the
Professional
Standards
meaningful in and
through our
professional
practice

What is self-evaluation and why is it important?

Self-evaluation should be a useful process that is rigorous and enables you to be critically reflective about yourself as a professional and your practice.

Self-evaluation should support you to:

- · Reflect on what you have done
- Think about what you might do next
- · Consider your own progress and development
- Deeply understand your professional practice, your professional learning and the impact of this on: your thinking; professional actions; those you work with/support; and pupils/students and their learning

Self-evaluation will involve:

- Asking deep and searching questions about self and practice
- Using the GTC Scotland Professional Standards to inform and guide your reflections
- Using other influencing factors such as school or dept improvement plan; other standards or targets; issues relevant to your particular context
- · Using your ongoing reflections and enquiry into practice
- Considering the needs of learners/colleagues in your context
- Using evidence from a range of sources to inform and support your self-evaluation

The self-evaluation process will enable you to:

- Plan for meaningful professional learning
- Engage in critically reflective dialogue as part of the PRD process
- · Identify and focus on areas you wish to develop expertise or accomplishment
- · Consider your career planning

Critical selfevaluation is an important part of professional learning and the PRD process.



The General Teaching Council for Scotland

Comhairle Choitcheann Teagaisg na h-Alba

<u>Self-evaluation - The General Teaching</u> <u>Council for Scotland (gtcs.org.uk)</u>



Teagaisg na h-Alba

Professional Standards

Professional Standards for Teachers

Professional Standards for Lecturers in Scotland's Colleges

Self-evaluation can take many forms and may occur at various stages in the professional learning journey. It will also involve a range of sources to help inform you (see next 3 slides)

Tools to support self-evaluation

There are many approaches to self-evaluation and a number of tools that will help support the process.

Some tools allow you to engage in a more critically reflective evaluation and others simply offer a quick 'temperature check' which are useful but do not provide that opportunity to dig deeper which is required.

Reflective Questions

These reflective questions provide areas for reflection and focus.

They are not an exhaustive list but are very useful starting points.

Self-evaluation wheels

The self-evaluation wheels are useful coaching tools to support the self-evaluation process.

Self-evaluation

Tools to support selfevaluation

Reflective Questions

Professional Standards and Professional Learning

Embedding the Professional Standards in practice

Professional Learning Planning Cycle

The Professional Learning planning wheel outlines useful questions at key stages of the professional learning process.

National Model of Professional Learning

As you engage in self-evaluation you will be thinking about the professional learning you have done and the future learning that may be useful for you.

Making the Professional Standards meaningful in and through our professional practice



This Coaching Wheel asks teachers to rate themselves against statements and ask questions to explore their thinking.

I use the Professional Standards to critically examine my attitudes, beliefs and values in action

I use the Professional Standar

areas d

I use the Professio Standards to iden

and build upor

areas of strenat

and for

development

What do you notice? What stands out?

- What are key strengths?

- What is most important here?

– Any big questions emerging?

– What area(s) would you like to focus on?

What is working well here?

Where would you like to be in June

/6 months?

What is your action plan/next steps?

Who and what can support you?

ent moving petween the Standards as pmental works

sional

ct on the

essional own

opment

record

or proressional learning and evidence of its impact on my thinking and professional actions linked to the Professional Standards

I know which c the Profess Standards link to my current role and aspirations

I use the Professional
Standards to support my
professional learning in
meaningful ways and discuss
this as part of my PRD

Click here to access tools to support self-evaluation

GTC Scotland Resources

Self-evaluation can take many forms and may occur at various stages in the professional learning journey. It will also involve a range of sources to help inform you.



The Professional
Standards are one
key reference but
other sources may
also form part of your
self-evaluation, such
, , , , , , , , , , , , , , , , , , , ,
as your own PRD areas
as your own PRD areas
as your own PRD areas for development as
as your own PRD areas for development as well as school/

BU	Tremember
Its	your PRD!

	Professional Standards	Explore key cross- cutting themes	Engage through self- evaluation	Enact in your practice
	For Teachers	Explore the Professional Standards	Self-evaluation against the Professional Standards	Professional Standards and professional learning
as	For College Lecturers	Key cross-cutting themes	Tools to support self- evaluation	Embedding Professional Standards in practice
	For Headteachers	<u>Professional Values</u>	Reflective Questions	
	Archive: 2012 Professional Standards	Learning for Sustainability		
		Leadership		
•		Additional Support Needs		
		Equality and Diversity		

impact on:

en/young ners and their

ight I collect

lyse/make vidence? What impact/change, if any, do I anticipate for:

- My thinking/understanding?
- My professional actions?
- My interactions/relationships with colleagues/children/young people/adult learners?
- My learners?

What is the focus of my PL?

 What will my PL look like?
 (e.g. enquiry, further study, collaborative activity, leadership, course)

 In what ways will PL help address the needs, in my professional context, of self/ colleagues/children/ young people/ adult learners

THE ACING

The Professional Learning Planning Cycle

Areas for
Development
Choose 2 to 3 areas
on a continual rolling
basis





Part 3 Maintaining a reflective professional learning record and associated evidence of impact

What do we mean by evidence? What can be considered?

To discuss the impact your professional learning has had you should consider the following questions:

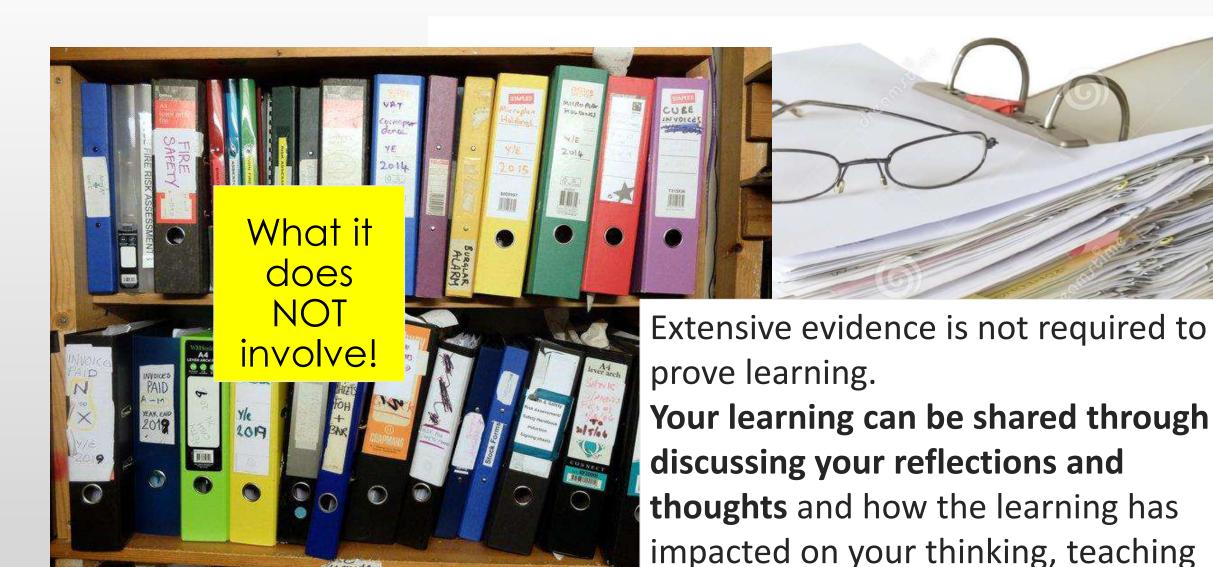
How will I know the impact on

- my practice?
- my students and their learning?
- the learning of my colleagues?

What evidence might I collect and how?

How will I analyse and make sense of it?

Your self-evaluation should be supported by evidence from a range of sources drawn from day-to-day learning and teaching.



GTCS: Why is Evidence of Impact important and how to use it

approaches and expectations.

Part 4 Engagement in the PRD process

Professional Review and Development (PRD) POLICY STATEMENT AND GUIDANCE (Approved Dec 2021)



<u>Link to CEC Guidance</u> <u>Learning Reps | EIS</u>

The General Teaching Council for Scotland (GTCS) launched the revised PRD guidelines on 21 October 2019.

City of Edinburgh PRD policy and paperwork has been updated (in consultation with practitioners and the LNCT) to reflect the revised guidelines.

GTC Scotland was tasked with undertaking a programme of validation with all local authorities to ensure that PRD policies and paperwork are able to support the requirements of Professional Update. GTCS undertook a programme of revalidation in 2019-20, with City of Edinburgh Council being validated in March 2019.



* EDINBVRGH* p.4 PRD as an ongoing process

- There should be one formal PRD meeting scheduled in the WTA.
- To ensure the PRD process is impactful, and the initial meeting activates an on-going professional learning cycle, schools should consider how they embed structured opportunities for on-going professional dialogue throughout the year
- Reviewers should ensure that during the formal PRD meeting, reviewees know where they can access on-going support.
- A coaching approach should be taken for all PRD conversations'.

'The calendaring of PRDs should allow for the outcomes from PRD meetings to best influence and impact on school improvement planning'.



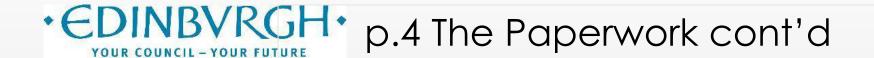
To Improve...
Not to Prove!

p.4 The Paperwork

'The PRD paperwork (MyPL or CEC Professional Learning Profile) should capture reflective comments and appropriate evidence of significant impact on learning and teaching or leadership'.

'No more than this is required for the purposes of a coaching conversation in the PRD discussions, nor for the purposes of Professional Update'.

'It should be an aide memoire to stimulate conversations during the formal meetings and should not be bureaucratic or over-burden the reviewer or reviewee'.



The PRD meetings should be formally recorded... to highlight

- the identified areas of development,
- the impact of Professional Learning and how these relate to the Professional Standards.
- This record can be directly entered into MyGTCS under the MyPL section.
- You can also use the CEC Professional Learning Profile (Appendix 4) and upload this to the MyPL system.
- The record can be shared with your reviewer.

Appendix 4: Professional Learning Profile (optional)



- Log on to MyGTCS. Click on MyPL.
- · Check/update your details.
- . Make associations with your reviewer
- Upload this document to MyPL

It's a good idea **not** to plan all 35hrs – leave capacity to develop your plans throughout the year

DI ANI CELE I	EVALUATION.	PLAN: IDENTIFY AREA OF DEVELOPMENT				EVALUATE	
PLAN: SELF-EVALUATION Self-Evaluation		Description of PL Target Intended Link to standard date impact		Reflection & Impact			
What knowledge & skills do our students/colleagues/com munity need? Where are they now? What is the goal? What is the issue? How do we know?	What do I need to know/learn to develop & improve my students and/or colleagues learning?	What is the focus of my PL? What will it look like?		the impact on a) my practice b)		NWhat has been the impact of my Professional Learning on my students /colleagues? This should feed directly into your learning priorities for the following year (column 1)	
		New Area for this sess		evelop	oment	Area for Development	
		Aim to have for Developed continual re	ome	nt on c		rolling into next session if deemed necessary	
						TICCC33GI y	

The planning & evaluating of your professional learning, as part of PRD, can also be entered directly into MyPL on MyGTCS. The MYGTCS system will further support the requirements of Professional Update. CEC will seek feedback in June 2023 on the Professional Learning Profile & MyPL system to inform this policy.



The paperwork 'should just capture reflective comments/ be an 'aide memoire' to stimulate conversation, not for any other purpose'.

'it had been decided to provide the 'option' to use the Professional Learning Profile as in the past colleagues have liked this to prompt thinking around PRD engagement & impact'

'there is no expectation that colleagues must complete the Professional Learning Profile'.

GTCS MyPL system - 'this is entirely optional for colleagues and will be reviewed at the end of 2023'.

'There is no expectation that they complete both the MyPL and the Professional Learning Profile'.

'Copying evidence on to more than one system should be avoided at all costs, and local authorities and employers should ensure that measures are taken to avoid this happening'. GTCS



You must have at least X pieces of professional learning for PU.

Each year teachers will engage in professional learning in various formats and timescales. There is no required number of professional learning activities that teachers have for PU, however assumptions will be made that teachers have engaged in three pieces of meaningful professional learning each year, of which they discuss reflections and impact during their PRD, leading to sign-off. There is a contractual requirement, as agreed in paragraph 3.11 of the SNCT Handbook, that teachers will complete 35 hours of professional learning (prorata for part-time staff) and that the focus is agreed with their reviewer as part of the PRD process.

GTC Scotland expect teachers to keep a huge portfolio and record every piece of professional learning.

There are no expectations from GTC Scotland to the amount of information recorded in professional learning records.

Each local authority/ employer has locally agreed policies that determine what their teachers should be doing. It is always wise to be familiar with local policies to fully understand what is expected. GTC Scotland advocates that only significant pieces of professional learning are recorded, where due consideration is given to the impact of that learning through evidence gathered. Teachers should be trusted by their line managers to be engaged in all compulsory training, and as a result of ongoing professional dialogue throughout the year, be familiar with the professional learning that their colleagues are undertaking.

Evidence needs to be there to prove you have been learning.

This is not the case. Your learning can be shared through discussing your reflections and thoughts and how the learning has impacted on your thinking, teaching approaches and expectations.



Comhairle Choitcheann Teagaisg na h-Alba Professional Review and Development - The General Teaching Council for Scotland (atcs.ora.uk)



PRD An Entitlement For All

Updated to:

Catherine.Crystal@edinburgh.gov.uk

- Permanent Teaching Staff: The manager who is to facilitate a teacher's PRD experience
 will normally be the person designated to manage the teacher on an ongoing basis. In
 certain circumstances, a teacher, or the reviewer, may request that another manager
 facilitates the PRD process.
- Probationer Teachers: Probationer teachers should not be reviewed, as they are being reviewed throughout their first year.
- 3. **Head Teacher PRD**: Head teachers will be partnered with a QIEO, QIM, SEM, SEO or the HOS & LLL for Professional Review and Development and Professional Update.

Nursery Schools: The Early Years Managers will carry out annual PRD and complete the Professional Update process for headteachers in nursery schools.

- 4. Fixed-term contract Teacher PRD: Like all other teachers, those on fixed term contracts have an entitlement to access the PRD process. This is important in ensuring that the GTC Scotland requirement on all registered teachers to engage in continuing PRD is met.
- 5. Short term supply teachers, peripatetic teachers, seconded teachers Supply teachers will arrange a PRD with a member of the leadership team in the school in which they most often work. If it is not possible to arrange a PRD in this way, supply teachers may contact elaine.gallagher@edinburgh.gov.uk and a review will be organised. Supply teachers working in more than one local authority must nominate one local authority as employer to undertake their PRD and Professional Update.
- 6. Central staff Registered teachers who currently work within other roles within the Communities and Families service are required to complete Professional Update if they wish to remain registered. Staff must have set up a MyGTCS login. They will continue to have an annual PRD and using the Council's Performance Review and Development system they will link their professional learning priorities to aspects of the appropriate Professional Standard(s). Line managers will confirm Professional Update using the online GTC Scotland.
- 7. **Visiting specialists** will engage in annual PRD and completion of the Professional Update process with a senior manager in their base school

Part 5 Updating your personal and employment details held on the GTCS

Update your details via MyGTCS

MyGTCS Login | General Teaching Council for Scotland

Required information for Login

- . Username
- _{2.} Password
- 3. Date of Birth

Maintaining this simple record validates your GTCS membership

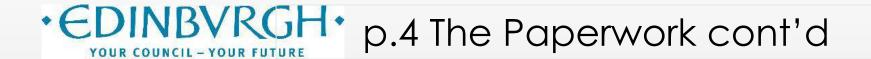
Make sure your address and other details are up to date

LOGIN TO MYGTCS

REMEMBER: Your username is your GTCS registration number (without the forward slash).

User Name	MYGTCS HELP
Password	What is MyGTCS? Create a MyGTCS account
Date of Birth / / /	MyGTCS Support Professional Update
(dd / mm / yyyy) LOGIN	Profile System
Reset your password	

Part 6 Confirming engagement in the process with GTC Scotland



'As part of the Professional Update Process, you and your line manager will need to confirm that you have maintained a reflective record of professional learning and evidence of its impact on your professional actions, and that this has been discussed yearly as part of the Professional Review and Development Process'.

'It is therefore required that teachers maintain an individual, ongoing record of impact, updating and uploading the Professional Learning Profile or completing this on the online MYPL system.

These records should be shared with your reviewer as part of the sign off process'.

A pragmatic approach?



Appendix 4: Professional Learning Profile (optional)

- Log on to MyGTCS. Click on MyPL.
- · Check/update your details.
- Make associations with your reviewer
- Upload this document to MyPL

1. Use CEC's PLP to help structure your PRD

PLAN: SELF-EVALUATION	PLAN: IDENTIFÝ AREA OF DEVELOPMENT				EVALUATE	
Self-Evaluation	Description of PL	Target date	Intended impact	Link to standard	Reflection & Impact	
What knowledge & skills do our students/colleagues/com improve my students and/or colleagues learning? How do we know? What is the sue?	What is the focus of my PL? What will it look like?		the impact on a) my practice b)	Standards support/inform/relate to this?	What has been the impact of my Professional Learning on my students /colleagues? This should feed directly into your learning priorities for the following year (column 1)	

2. Upload your PLP to MyPL Enabling you to critically For storage learning throughout your career

Add Professional Review and Development
* Denotes mandatory field

Date of meeting: *	

Academic Year: * Please select.. ✓

Reviewer Name:

Summary Notes:

our profe

Jpdate. C

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Professional Review and Development (PRD) area is currently u

PROFESSIONAL REVIEW & DEVELOPMENT (PRD)

Record discussions and reflections of annual PRD meetings.

+ Add new entry

- Registrants will be required to confirm their engagement in the Professional Update process to maintain their registration (every 5 Years)
- Usually completed by 1 July of that academic year
- The registrant confirms the following:

I confirm that I have engaged in ongoing professional learning and reflected against the appropriate Professional Standards. I have maintained a reflective record of professional learning and evidence of its impact on my thinking and professional actions. I have discussed this with my line manager as part of my Professional Review and Development process.

 line managers will also be asked to confirm your engagement in the process and sign off a similar statement:

I confirm that this teacher has engaged in ongoing professional learning and reflected against the appropriate Professional Standards. They have maintained a reflective record of professional learning and evidence of its impact on their thinking and professional actions. They have discussed this with me as their line manager as part of the Professional Review and Development process.

Professional Update



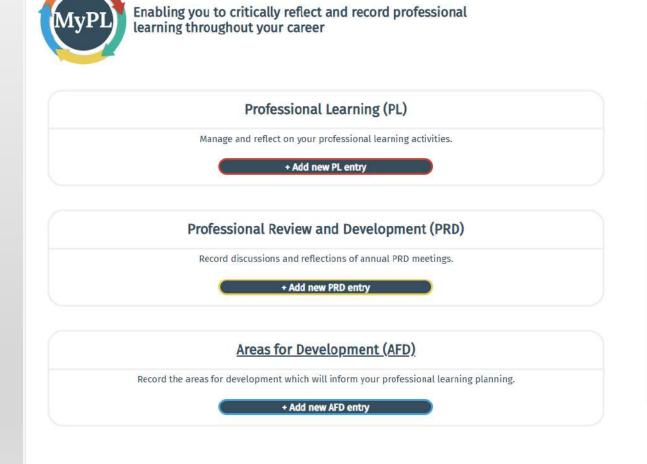
All teachers should engage in their entitlement to PRD every year. When this is the case, the PU sign off year is simply the usual PRD process with an additional pressing of a few buttons on the keyboard to 'sign-off' and confirm the teacher's engagement in ongoing professional learning.

GTCS: What is Professional Review and Development

In the year of PU sign off there is **NO** requirement to share 5 years' worth of records with your reviewer, only selected entries from the current record would be shared and/or discussed, as per local policy.

GTCS: Why is Evidence of Impact important and how to use it

Find out your Professional Update Year by logging on to MyGTCS and cliking on the Professional Update tab of MyPL. Home > MyGTCS > MyPL > Professional Update. For information on **changing your year of sign off and requesting a deferral**, visit the GTCS website here





Logout DOMINIC Shaikh

Direct submission

Teachers who work in certain contexts and work for an employer that is not validated for Professional Update (PU) can maintain full registration through engagement in PU, recording reflective professional learning through MyPL. Five-yearly confirmation can be completed through the Direct Submission (DS) Process.

Find out more about direct submission.

Deferral process

We recognise that there will be a number of circumstances which may make completion of the Professional Update process within the designated timescale difficult, including career breaks, extended illness, maternity/paternity/adoption leave, and occasional supply work.

If you are unable to complete the process in the designated year, you may request a deferral. **This deferral request should be made at local authority/employer level**. For those who have chosen to use the MyPL system, this will be done via MyPL. Deferrals will normally be granted for 1 year.



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<u>Professional Update - The</u>
<u>General Teaching Council for</u>
<u>Scotland (gtcs.org.uk)</u>

All reviewers should be aware that competence procedures play no part in the Professional Update process and must be kept separate from it. Concerns of competence should be dealt with through the Framework for Teacher Competence (GTCS)

CEC Policy doc

Acknowledgements

We would like to acknowledge the support and assistance of colleagues in developing this PL session:

Alison, Marni, Stewart C, Edinburgh LA EIS

Rosie McColl, Quality Improvement Education Officer, CEC

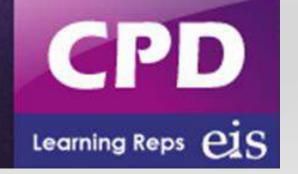
Jim Moore, Development Officer, GTCS

Martin Cheung mcheung@eis-learnrep.org.uk

Dominic Shaikh <u>dshaikh@eis-learnrep.org.uk</u>



Learning Representatives



Edinburgh Supply Teachers on facebook

Put your head together with a friendly colleague (or colleagues) to discuss your professional learning throughout the year.

Through your discussions and reflections you will be able to explore and evaluate the impact of your professional learning on yourself, colleagues and learners prior to your annual PRD meeting.



Please note:

*It is your responsibility to meet the requirements for PRD & PU.

EIS members can view CEC's 'Professional Review and Development (PRD) Policy Statement and Guidance' document on the EIS Edinburgh Local Association webpage (under Learning Reps).

**The 'PRD Partner' idea is a voluntary informal arrangement between you and someone you choose to support yourself in your own PL aspirations and PRD preparations. By implication neither CEC or the EIS are involved, or responsible for managing, or overseeing any of your own undertakings in this regard.

***EIS Learning Reps are available to support EIS members in their PL