

# Stirling Council: Schools, Learning and Education

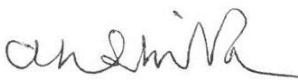
## LNCT Agreement 6 - Personal Review and Development (PRD) and Professional Update

1. Stirling Council's vision is that "Stirling is a Place for Everyone to Thrive". To reflect this Stirling Schools, Learning and Education in consultation with a range of stakeholders has produced guidance for Professional Review and Development (PRD)
2. Teachers will have access to Stirling's Professional Review and Development (PRD) Guidance to ensure that the role of the reviewer and the reviewee within each establishment is clear to all staff, ensuring that their role is fully understood. It is essential that PRD is seen as an ongoing process rather than an annual event.
3. All staff have an entitlement and a responsibility to participate in the review and development process in the context of mutual trust and collegiality. Tools are available to staff to allow them to access professional learning opportunities.
4. A review meeting will take place at least annually. This meeting will include a coaching conversation and discussion of the impact of the learning and development undertaken in the previous year. The focus of the PRD review meeting is to agree goals that will contribute to the success of the individual, their team and to the Service Area as a whole.
5. GTCS registered teachers can use MyPL, the National E-Portfolio, for recording their PRD plans and progress. Teachers must use MyPL for their Professional Update. Staff are asked to record the date of their PRD on CPD Manager to enable tracking and monitoring of PRD to ensure that all staff obtain their entitlement.
6. GTCS registered teachers are required to engage in the Professional Update process. This is an ongoing process, which includes the following elements: annual update of contact details on MyPL (GTCS), Professional Learning as part of Professional Update, self-evaluation against appropriate GTCS Professional Standard, discussion of impact of professional learning as part of PRD process, maintaining a reflective record of professional learning and associated evidence of impact, 5 yearly confirmation of this engagement to GTCS as part of the sign-off year, deferral process.
7. For the purposes of Professional Update it is recommended that teachers employed in Stirling use the PRD form in the PRD Guidance appendices. However, teachers can choose how they record their professional learning and associated evidence of impact and how they share this with their reviewer who will be associated to them in their PU sign-off year.
8. For any teacher genuinely unable to undertake the Professional Update sign-off process in the designated year, then he / she has the opportunity to request a deferral. This may include career breaks, extended illness, maternity / paternity or adoption leave, unemployment, engagement in only occasional and sporadic supply work, recent change in employment circumstances or other exceptional circumstances.

9. Deferral requests must be made using the local authority form; this can be found on the Teacher Professionalism page of the Source. A manager from Stirling Council will notify the employee and GTCS of the decision. For those who have chosen to use the MyGTCS system this will be done via MyGTCS. Deferrals will normally be granted for a period of one year.

Signed:   
K Kelman, Co-secretary LNCT

Date: 14 January 2021

Signed:   
A Skillen, Co-secretary LNCT

Date: 14 January 2021