

CPD Profile ②

Reviewee's Name: Sheena MacDonald	School: Munro High School
Review Date: 12/12/03	Session: 2003/ 2004

Agreed Development Objective ③	Agreed Development Activity ④	Date of Activity	Duration of Activity	Outcome/Impact of Activity ⑤
Support and develop professional skills and practice.	Professional review meeting	10 Dec 02	2hrs	Preparation and agreement of development objectives and activities
Develop S1/S2 resources	Attend in-service "Exciting Experiments for the Classroom"	18 Jan	5.5 hrs	New activities incorporated into S2 physics sections.
	Co-operative teaching	Feb	1 hr	Ongoing review of teaching strategies and pace of teaching in S1/S2.
	Lesson observation	Feb	1 hr	
Extend knowledge of ICT in the classroom	Develop crocodile clips worksheets	28 Oct	3 hrs	Students exposed to a broad and even ICT experience throughout all areas of the course; varied ICT experiences in each year and subject area. Information and activities available for parents and pupils
	Develop datalogging experiments and make ICT worksheets for S1/2	27 th Nov	3 hrs	
	Prepare web items for school web site	weekly	6 hrs	
			25 hrs	
Review and develop Unit 6	Prepare unit test consumable booklets	Term 1 Aug - Oct	12 hrs	Update materials to reflect changes in the guidelines, new information, exam feedback and new materials including ICT. Adapt teaching materials to reflect the students needs for extension and consolidation work. Gives the courses an up to date appeal to the classes getting a better response from them and so improve L and T experience
	Compile additional worksheets for extension work and consolidation		4 hrs	
	Review, edit and update existing teaching material		8 hrs	
Investigate Chartered Teacher status	Attend briefing session	May	5 hrs	CPD portfolio prepared; credit gained for one unit; claim for approved prior learning prepared.
	Background reading	Jan - Aug	3 hrs	
	Portfolio preparation	Jan - Aug	6 hrs	
	Attend Unit 1	August	20 hrs	

Agreed Development Objective ③	Agreed Development Activity ④	Date of Activity	Duration of Activity	⑤ Outcome/Impact of Activity
Membership of school Health & Safety Committee	Attend termly meetings	Each term	4 hrs	Updated Health & Safety advice for department.

Development Objectives and Activities agreed by

Reviewer: <i>John Mackenzie</i>	Date: 10/12/02
Reviewee: <i>Sheena MacDonald</i>	Date: 10/12/02

Notes:

- 1. All CPD profiles are confidential to the reviewee and the reviewer. The reviewer should extract information about CPD needs which require whole-school or authority attention and pass these to the school CPD co-ordinator.**
- 2. The CPD profile is used at the professional review meeting to record agreed development objectives and activities (columns one and two). Thereafter the reviewee completes the profile throughout the year.**
- 3. Although development objectives are agreed annually, any additional CPD activities should be added to the profile throughout the year.**
- 4. All development activities should be recorded in the profile – not just those that relate to the “additional contractual” 35 hours of CPD per annum. There is no need to specifically identify activities related to the “additional” 35 hours, however the reviewer should be assured that the plan encompasses an “additional” 35 hours of appropriate experiences and activities.**
- 5. The reviewee should complete the date of the activity and the duration and should make a short note of the outcome or impact on professional practice throughout the year.**