

NORTHUMBERLAND

COUNTY

COUNCIL



The Grove School
ASDAN Staff Training & Skills
Development Policy

Date Reviewed: January 2024

Next Review Date: January 2025

Our Staff Training & Skills Development Policy

Introduction

This policy sets out the procedures for staff training and skills development in the delivery, assessment and moderation of ASDAN courses and programmes.

Policy Statement

The Grove School staff who hold leading roles and responsibilities for ASDAN qualifications will participate in appropriate ASDAN training, engage in regional meetings, engage in online meetings and telephone meetings with our ASDAN Regional co-ordinator. The Grove School staff responsible for planning, teaching and assessment of ASDAN courses and programmes will participate in training relevant to the qualifications they are delivering. The ASDAN co-ordinator will also disseminate training to the other staff, as and when relevant and appropriate to ensure knowledge, skills and understanding are kept up to date with current ASDAN guidelines.

The Grove School staff all hold valid qualifications, knowledge and experience relevant to their role on our staff team. Records of staff training and safeguarding training are kept in the school office.

Staff Continuous Professional Development

The Grove School staff responsible for planning, teaching and assessment of ASDAN courses and programmes participate in termly observations and learning walks to observe, explore, discuss and share ASDAN planning, teaching, learning, recording and assessment practise, resources, knowledge, skills and understanding. Termly planning and assessment meetings also take place.

Penny Derries

Bob Curry

Headteacher

Chair of Governors

Next date for review:- January 2025