e-directory for CPD leadership

This directory indicates support provided by a range of organisations to support CPD leadership, both directly and indirectly. It contains links to materials that are openly accessible through websites.

Section one indicates the support provided across a range of organisations and by LAs in each region.

Section two provides links to particular types of resources, including toolkits, job descriptions and sample CPD policies.

Note

The TDA is not endorsing any of the following websites or material. All links are correct at time of publication but may be subject to change in the future.

The term 'No links found' is used to indicate those sites where nothing to support CPD leadership was found, or access to such resources is limited. Some organisations and LAs operate limited access through passwords or local intranets. If the references to your organisation or LA are incorrect or need updating, or if there is an openly available site that contains relevant materials not listed here, please contact Peter Hall at peter.hall@tda.gov.uk

Contents

Section one

Section 2

Section One
National Agencies

NCSL	http://www.ncsl.org.uk/
	Provision for leadership in LAs
	Leading coaching in schools
	School business manager/bursar development
	Distributed leadership
DCSF **Formerly DfES**	CPD
	CPD supporting documentation: leader's role, policy documents, LA strategy documents plus case studies from the Greater London area
	Leading and supporting CPD in secondary schools, DfES 2005
	Bursar development programme
GTC	Connect network
	'Learning Together Being a CPD Leader'
	'Commitment, resilience and effectiveness; the importance of context for CPD, A report for GTC', Professor Christopher Day
	Presentation on CPD
	'Synthesis of recent policy related research and evaluation projects concerned with teachers' professional development', Prof Ray Boulding and Dick Weindling, March 2006, GTC
TDA	Managing change; the remodelling process
	CPD strategy
	Professional standards
	CPD guidance link to follow (Autumn 2007)
	Support staff in schools
	Career development framework for support staff
	http://www.tda.gov.uk/partners/supportstafftraining/framework.aspx
	Skills for life planner for school leaders

Specialist Schools and Academies Trust	Section on professional development Details of CPD schools and CPD networks
Teachers' TV	Regional advisers to support CPD leaders in using Teachers' TV Pamphlet on Teachers' TV and support for CPD advisers and coordinators
NAPTA (National association of professional teaching assistants)	Support for CPD in context of workforce remodelling
Skills4schools UNISON	Website on staff development designed by Unison and supported by the Union Learning Fund and TDA for staff, including teaching assistants, catering staff, school secretaries and caretakers Section for CPD leaders which provides information on the site, qualifications and support staff
Move-on	Help for school leaders in planning development to improve skills for life
Learning and Skills Council	Information about funding to support staff development
CUREE **Centre for the use of research and evidence in education**	www.curee-paccts.com
London Institute of Education	Presentation on CPD leaders' role

Local authorities by region

North East region	
Darlington	CPD provision
Durham	CPD page; staff portfolio template
Gateshead	CPD school policy CPD learning opportunities framework CPD provision CPD newsletter 'Raising Achievement'
Hartlepool	**(Link currently unavailable)**
Middlesbrough	CPD provision CPD provision offered by universities
Newcastle upon Tyne	Training and development website: provides link to CPD provision Opportunities for the School Workforce Professional Development Opportunities School workforce development booklet, containing LA policy, learning opportunities frameworks for teaching and support staff, links to useful websites
North Tyneside	North Tyneside's children's workforce strategy 2006-9
Redcar and Cleveland	CPD provision
South Tyneside	Support for CPD and CPD leaders
Stockton on Tees	LA strategy for CPD CPD provision CPD school policy CPD portfolio – Pre threshold CPD portfoilo – Post threshold

	CPD framework for teaching staff CPD frameworks for support staff, including opportunities grid and professional development record Qualifications information framework for support staff
Sunderland	CPD website

North West region	
Blackburn with Darwen	CPD as part of workforce development and plans for toolkit, CPD leader network and conference NW LEAF CPD leaders' toolkit
Blackpool	NW_LEAF CPD leaders' toolkit
Bolton	LA CPD strategy, developed 2004 CPD provision Bolton career development centre Learning framework for teaching staff Learning frameworks for support staff, cover supervisors, learning mentors and teaching assistants NW LEAF CPD leaders' toolkit
Bury	NW CPD leaders' toolkit CPD leaders' newsletter
Cumbria	CPD provision
Cheshire	CPD provision
Halton	CPD provision
Knowsley	**(Link currently unavailable)**
Lancashire	CPD page contains reference to opportunities and professional development tools.
Liverpool	CPD provision
Manchester	LA policy Manchester CPD guarantee (draft)
Oldham	NW LEAF CPD leaders' toolkit
Rochdale	Rochdale Education and Learning Trust Support for CPD leaders CPD school policy CPD portfolio (link to 2001 DfES doc)

Salford	No links found
Sefton	Restricted access
St Helens	St Helen's Learning Zone: Teachers CPD provision
Stockport	CPD Portfolio
Tameside	CPD provision Framework for teachers' career development and professional learning
Trafford	Trafford Learning CPD provision
Warrington	CPD website with LA policy CPD professional development opportunities framework
Wigan	CPD newsletter for support staff
Wirral	CPD page CPD provision

East of England region	
Bedfordshire	CPD provision CPD update/newsletter Local learning communities including CPD leaders, a local coordinator and newsletters eg. learning community 7, North Bedfordshire: (Other learning communities have user id access to sites.)
Cambridgeshire	CPD website and portal LA CPD strategy booklet CPD management CPD provision CPD leader newsletters School support staff newsletter A guide to school support staff training and development
Essex	CPD provision CPD courses
Hertfordshire	LA CPD strategy and framework, including opportunities frameworks Opportunities frameworks for school leaders CPD newsletters CPD provision
Luton	CPD provision
Norfolk	CPD provision
Peterborough	CPD provision
Southend-on-sea	CPD matters site and toolkit of supporting documentation CPD newsletter CPD opportunities frameworks, including governors and support staff

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	[CPD leader](#) [CPD school policy](#) [CPD evaluation](#)
Suffolk	[Website on CPD](#) [CPD leaders' newsletter](#) [CPD leaders' handbook, with LA entitlement statement, examples of supporting documentation, role, policies etc.](#) [CPD provision](#)
Thurrock	[CPD provision](#)

East Midlands region	
Regional East Midlands CPD partnership	CPD toolkit School development support agency East Midlands CPD website (developed as part of phase 1 of the pilot project)
Derby	CPD provision Newsletter for school development leaders and termly meetings
Derbyshire	CPD provision
Leicester City Council	CPD provision
Leicestershire	CPD provision CPD opportunities grid for teachers and support staff and professional development booklet for school support staff CPD booklet for support staff
Lincolnshire	CPD provision Training Courses Support for CPD leadership Workforce development policy for schools Training for CPD leaders refers to a workforce development leader toolkit
Northamptonshire	CPD leader network termly forum CPD provision Opportunities framework for support staff
Nottingham	CPD provision
Nottinghamshire	CPD provision and news CPD leaders' conference
Rutland	CPD provision

Yorkshire and the Humber region	
Regional	South Yorkshire toolkit (CD-Rom) CPD audit tool
Barnsley	CPD provision
Bradford	CPD provision Networks
Calderdale	CPD provision
Doncaster	CPD provision
East Riding	CPD provision CPD course follow-up materials CPD networks Course for CPD leaders
Kirklees	CPD provision CPD brochure CPD leaders' network CPD newsletter CPD toolkit
Leeds	CPD opportunities framework for teachers CPD provision Training QA of providers
North East Lincolnshire	CPD provision course for CPD leaders Evaluating the impact of CPD
North Lincolnshire	CPD provision CPD directory for support staff containing opportunities frameworks, training plans etc.

	CPD learning framework for teaching assistants CPD learning framework for support staff CPD opportunities for support staff
North Yorkshire	CPD provision
Rotherham	CPD provision Support materials for CPD leaders including CPD toolkit, guidance on portfolios CPD toolkit (South Yorkshire LEA toolkit) Opportunities framework for support staff
Wakefield	CPD provision
York	No links found

London	
Regional	Online forum London's Learning for CPD leaders and coordinators: training programmes, CPD networks, guidance, supporting material, newsletters, conferences, good practice guidance A number of LAs use the lgfl for support services to the school workforce and these pages are restricted.
Barking and Dagenham	CPD site, with LA statement on CPD and CPD provision Materials relating to performance management Governor training
Barnet	CPD provision for whole school workforce
Bexley	Excellence cluster
Brent	Restricted access
Bromley	CPD provision
City of London	No links found
Camden	CPD provision
Croydon	CPD website CPD provision CPD leader job description CPD LA strategy CPD providers
Ealing	CPD provision
Enfield	CPD support and provision CPD guide for TAs and support staff
Greenwich	CPD provision CPD LA policy CPD coordinator job description

	CPD school policy CPD learning framework CPD model portfolio CPD page with reference to newsletter, online forum, CPD forum and steering groups
Hackney	CPD provision
Hammersmith and Fulham	Workforce development strategy
Haringey	CPD provision for support staff CPD learning framework for support staff Training handbook for support staff
Harrow	CPD provision CPD Framework for support staff CPD Framework Learning and development framework
Hillingdon	CPD provision
Hounslow	CPD LA policy: the Hounslow Guarantee
Islington	CPD LA strategy CPD opportunities framework CPD provision
Kensington and Chelsea	Restricted access
Kingston upon Thames	CPD provision
Lambeth	CPD school policy
Lewisham	CPD provision
Merton	Restricted access
Newham	CPD provision
Redbridge	CPD provision

Richmond upon Thames	Restricted access
Southwark	CPD provision
Sutton	CPD provision CPD courses School workforce development site
Tower Hamlets	CPD provision

South East region	
Regional	SE region quality mark No links available
Bracknell Forest	Everybody's Learning toolkit CPD provision CPD training programmes CPD portfolio
Brighton and Hove	CPD coordinators' page CPD coordinators' update – termly meetings CPD provision
Buckinghamshire	CPD provision
East Sussex	CPD section in collaboration with CfBT CPD provision CPD LA strategy CPD learning pathway CPD model policy CPD newsletters
Hampshire	CPD provision Courses for CPD leaders Primary CPD leaders' network Secondary CPD leaders' network
Isle of Wight	CPD web page, CPD toolkit and LA strategy CPD self-evaluation toolkit Sample CPD school policy CPD leader job description CPD leader self-review check sheet

	CPD framework for professional development
Kent	CPD provision
Medway	CPD provision
Milton Keynes	Workforce remodelling and provision School workforce development poster
Oxfordshire	CPD provision
Portsmouth	CPD provision
Reading	No links found
Slough	CPD provision
Southampton	No links found
Surrey	CPD provision CPD leaders' community Section on CPD CPD leader job description CPD school policy CPD newsletters CPD LA strategy
West Berkshire	CPD provision CPD LA strategy – West Berkshire Agreement Web page on professional development
West Sussex	CPD coordinators' page CPD accreditation CPD provision CPD pathways (teachers) CPD evaluation

	CPD portfolio CPD school structure CPD newsletters
Windsor and Maidenhead	Restricted access
Wokingham	Workforce learning and development page CPD provision CPD networks

South West region	
Regional: **SW CPD Forum**	School CPD leadership self-evaluation toolkit
Bath and NE **Somerset**	CPD provision
Bournemouth	CPD provision
Bristol City	CPD website and LA policy CPD frameworks CPD policy and job description for CPD leader CPD self-evaluation sheet
Cornwall	CPD web pages Career development opportunities framework Section on CPD leadership CPD provision
Devon	CPD provision
Dorset	CPD area CPD provision LA CPD policy (draft) Section on CPD leaders
Gloucestershire	CPD provision CPD leader networks LA CPD policy
Isles of Scilly	No links available
North Somerset	CPD page CPD provision

	CPD leaders' online network CPD portfolio CPD toolkit, revised July 2007, including sections on performance management, CPD role Learning framework, June 2007
Plymouth	CPD provision
Poole	CPD provision and workforce development
Somerset	CPD provision
South Gloucestershire	CPD provision
Swindon	CPD provision CPD steering group CPD leadership self-evaluation toolkit
Torbay	CPD provision
Wiltshire	CPD provision

West Midlands region	
Regional W Midlands	No links available
Birmingham	CPD provision CPD for teachers and support staff CPD portfolio
Coventry	CPD provision CPD section with model policy and CPD strategy checklist CPD school policy
Dudley	CPD website LA CPD policy CPD school policy CPD leader role profile CPD learning framework
Herefordshire	CPD provision
Sandwell	CPD provision
Shropshire	CPD page and CPD provision CPD newsletter for coordinators and staff
Solihull	CPD website
Staffordshire	CPD page CPD provision Section for CPD leaders CPD school policy CPD leader job description CPD evaluation
Stoke	CPD website CPD provision

	[CPD entitlement framework](#)
Warwickshire	[CPD page](#) [CPD provision](#)
Wolverhampton	No links found
Worcestershire	[CPD provision](#)

Section Two
Toolkits

There is a wide range of documentation designed to help CPD leaders carry out their role effectively. Much of this material is packaged into CPD toolkits, a number of which are designed to support CPD leaders. In some cases these were produced as a CD-Rom and a ring binder, but they are now often presented as an online resource, with a significant number of components, sometimes in a format that can be easily customised by the school.

Web links

NW LEAF CPD leaders' toolkit

Southend CPD matters toolkit of supporting documentation

Suffolk CPD leaders' handbook, with LA entitlement statement, examples of supporting documentation, role, policies etc.

Everybody's Learning, East Midlands toolkit

East Midlands CPD website (developed as part of phase 1 of the pilot project)

Kirklees CPD toolkit

CPD toolkit (South Yorkshire LEA toolkit)

London's Learning website for CPD leaders and coordinators: training programmes, CPD networks, guidance, supporting material, newsletters, conferences, good practice guidance

Isle of Wight CPD web page, CPD toolkit and LA strategy

CPD self-evaluation toolkit

South West School CPD leadership self-evaluation toolkit

North Somerset CPD toolkit, revised July 2007, including sections on performance management, CPD role

LA policies

A number of LAs have produced LA CPD strategy documents to:
- establish the importance of CPD in school improvement, workforce development and managing sustained and significant change
- establish CPD as an entitlement for all those working in schools/education
- establish the links to performance management and professional standards
- set out frameworks for professional development and expectations for members of the school workforce

Web links

Newcastle upon Tyne school workforce development booklet, containing LA policy, learning opportunities frameworks for teaching and support staff, links to useful websites

North Tyneside's children's workforce strategy 2006-9

Stockton on Tees LA strategy for CPD

Bolton LA CPD strategy, developed 2004

LA policy Manchester CPD Guarantee (draft)

Warrington LA CPD policy

Cambridgeshire LA CPD strategy booklet

Hertfordshire LA CPD strategy and framework, including opportunities frameworks

Barking and Dagenham CPD site, with LA statement on CPD and CPD provision

Croydon CPD LA strategy

Greenwich CPD LA policy

Hammersmith and Fulham workforce development strategy

Hounslow CPD LA policy: the Hounslow Guarantee

Islington CPD LA strategy

East Sussex CPD LA strategy

Isle of Wight CPD web page, CPD toolkit and LA strategy

Surrey CPD LA strategy

West Berkshire CPD LA strategy – West Berkshire Agreement

Bristol City LA policy

Dorset LA CPD policy (draft)

Gloucestershire LA CPD policy

Dudley LA CPD policy

Needs analysis, evaluation and standards

Planning for CPD
Several toolkits and websites include materials to support planning, such as key planning questions, audit systems for current provision, and training needs analysis/needs identification materials.

Evaluating CPD
Ofsted identified evaluating the impact of CPD and particularly the issue of whether it was value for money as the key area of difficulty for schools. A number of LAs have subsequently provided resources to help schools in this area.

Standards for CPD provision and leadership
A few resources provide standards for CPD provision and leadership to enable schools to carry out self-evaluation of their progress and their needs.

Web links

Southend CPD evaluation

South Yorkshire CPD audit tool

Isle of Wight CPD self evaluation tool kit

CPD leader self-review check sheet

West Sussex CPD evaluation

Bristol City CPD self-evaluation sheet

Staffordshire CPD evaluation

CPD leader job descriptions

CPD leader job descriptions outline responsibilities and indicate the knowledge and skills required. These are now being developed as job descriptions for 'workforce development leaders'. Please consider carefully how you need to adapt or amend any examples to fit your own circumstance before using them.

Web links

South Tyneside: Support for CPD and CPD leaders: termly network meetings and links to CPD leader job description and school policy

Southend CPD leader role

Croydon CPD leader job description

Greenwich CPD coordinator job description

Isle of Wight CPD leader job description

Surrey CPD leader job description

West Sussex CPD school structure

Bristol City CPD policy and job description for CPD leader

Dudley CPD leader role profile

Staffordshire CPD leader job description

Sample CPD policies for schools

A school CPD policy that can be customised usually takes the form of a template with an example. These are now being produced as 'a school workforce development policy'. Please consider carefully how you need to adapt or amend any examples to fit your own circumstance before using them.

Web links

Gateshead CPD school policy

South Tyneside support for CPD and CPD leaders: termly network meetings and links to CPD leader job description and school policy

Stockton on Tees CPD school policy

Rochdale CPD school policy

Southend CPD school policy

Lincolnshire workforce development policy for schools

Greenwich CPD school policy

Lambeth CPD school policy

East Sussex CPD model policy

Isle of Wight sample CPD school policy

Surrey CPD school policy

Bristol City CPD policy and job description for CPD leader

Coventry CPD section with model policy and CPD strategy checklist

Dudley CPD school policy

Staffordshire CPD school policy

Learning and training

A few LAs run training programmes for CPD leaders or provide training guidelines.

Web links

[Cambridgeshire: a guide to school support staff training and development](#)

[Leicestershire CPD booklet for support staff](#)

[Lincolnshire: training for CPD leaders refers to a workforce development leader toolkit](#)

[Northamptonshire CPD leader network: termly forum](#)

[Nottinghamshire CPD leaders' conference](#)

[East Riding course for CPD leaders](#)

NE Lincolnshire CPD provision course for CPD leaders

[Managing CPD](#)

[Evaluating CPD](#)

[North Lincolnshire CPD directory for support staff containing opportunities frameworks, training plans etc.](#)

[Barking and Dagenham governor training](#)

[Bracknell Forest CPD training programmes](#)

[Hampshire courses for CPD leaders](#)

[Enfield CPD guide for TAs and support staff](#)

[Haringey training handbook for support staff](#)

Learning frameworks

These are frameworks setting out progression for different groups of staff - teachers, teaching assistants, HLTAs and support staff. They often indicate the opportunities for professional development available in the school, locally, regionally and nationally for each group.

Web links

Gateshead CPD learning opportunities framework

Newcastle upon Tyne school workforce development booklet, containing LA policy, learning opportunities frameworks for teaching and support staff, links to useful websites

Stockton on Tees CPD framework for teaching staff

CPD frameworks for support staff, including opportunities grid and professional development record

Qualifications information framework for support staff

Bolton Learning framework for teaching staff

Learning frameworks for support staff, cover supervisors, learning mentors and teaching assistants

Tameside framework for teachers' career development and professional learning

Warrington CPD professional development opportunities framework

Hertfordshire LA CPD strategy and framework, including opportunities frameworks for teachers and support staff

Opportunities frameworks for school leaders

Southend CPD opportunities frameworks, including governors and support staff

Leicestershire CPD opportunities grid for teachers and support staff and professional development booklet for school support staff

Northamptonshire opportunities framework for support staff

Leeds CPD opportunities framework for teachers

Rotherham opportunities framework for support staff

Greenwich CPD learning framework

Islington CPD opportunities framework

East Sussex CPD learning pathway

Isle of Wight CPD framework for professional development

West Sussex CPD pathways (teachers)

Bristol City CPD frameworks

Cornwall career development opportunities framework

North Somerset learning framework

Dudley CPD learning framework

Stoke on Trent CPD entitlement framework

Haringey CPD learning framework for support staff

Sample portfolios

Materials to support building CPD portfolios

Web links

Durham CPD page; staff portfolio template

Stockton on Tees CPD portfolios

Pre-threshold

Post threshold

Rochdale CPD portfolio (link to 2001 DfES doc)

Stockport CPD portfolio

Greenwich CPD model portfolio

Bracknell Forest CPD portfolio

West Sussex CPD portfolio

Birmingham CPD portfolio

Newsletters

A CPD newsletter, often targeted at the CPD leader, is produced by a large number of LAs. The contents of the newsletters often include latest developments, research or publications, case studies, notices of network meetings, courses on offer and links to useful websites.

Web links

Gateshead CPD newsletter, 'Raising Achievement'

Bury CPD leaders' newsletter

Wigan CPD newsletter for support staff

Bedfordshire CPD update

Cambridgeshire CPD leaders' newsletters

Cambridgeshire school support staff newsletter

Hertfordshire CPD newsletters

Southend CPD newsletter

Suffolk CPD leaders' newsletter

Derby newsletter for school development leaders and termly meetings

Nottinghamshire CPD provision and news

Kirklees CPD newsletter

East Sussex CPD newsletters

Surrey CPD newsletters

West Sussex CPD newsletters

Shropshire CPD newsletter for coordinators and staff