



Professional Development Policy

United World International School (UWIS)

- 1. Introduction:** United World International School (UWIS) is committed to providing high-quality education and fostering the professional growth of its staff members. This Professional Development Policy outlines the guidelines and procedures for professional development opportunities at UWIS. The policy aligns with the standards and recommendations of the Council of International Schools (CIS), Cognia, and other international schools.
- 2. Objectives:** The objectives of professional development at UWIS are as follows:
 - ◆ To enhance the knowledge, skills, and expertise of staff members.
 - ◆ To promote a culture of continuous learning and improvement.
 - ◆ To align professional development with the school's mission, vision, and strategic goals.
 - ◆ To support staff members in meeting professional standards and staying updated with current research and best practices.
 - ◆ To encourage collaboration, reflection, and innovation among staff members.
 - ◆ To ensure that professional development opportunities are accessible, equitable, and responsive to individual needs.
- 3. Professional Development Opportunities:**
 - ◆ UWIS will provide a range of professional development opportunities, including but not limited to workshops, seminars, conferences, webinars, in-service training, collaborative projects, and online courses.
 - ◆ Staff members are encouraged to pursue professional development activities that align with their roles, responsibilities, and professional growth goals.
 - ◆ UWIS will allocate resources to facilitate professional development opportunities, including funding for registration fees, travel expenses, materials, and substitute teachers where applicable.
 - ◆ The school will collaborate with external organizations, educational institutions, and experts to provide diverse and relevant professional development options.
- 4. Professional Development Planning**
 - ◆ Staff members will engage in a professional development planning process, in consultation with their supervisors or designated professional development coordinators.
 - ◆ Individual professional development plans should be based on the staff member's self-assessment, performance feedback, professional goals, and the school's strategic priorities. c. The professional development plans



should outline the intended learning outcomes, proposed activities, timelines, and required resources.

- ◆ Staff members will be encouraged to reflect on their professional development experiences and share their learning with colleagues.

5. Evaluation and Recognition

- ◆ UWIS will establish a system for evaluating the impact and effectiveness of professional development activities.
- ◆ Staff members will be encouraged to provide feedback on the relevance, quality, and impact of professional development opportunities.
- ◆ The school will recognize and celebrate staff members' commitment to professional development through certificates, awards, and other forms of acknowledgement.
- ◆ Professional development achievements will be documented and incorporated into performance evaluations, promotion considerations, and career advancement opportunities.

6. Professional Learning Communities

- ◆ UWIS will promote the formation of professional learning communities (PLCs) where staff members can collaborate, share expertise, and engage in professional dialogue.
- ◆ PLCs may be organized based on subject areas, grade levels, or areas of professional interest.
- ◆ The school will provide dedicated time and resources for PLC meetings, workshops, and collaborative projects.

7. Ethical Considerations

- ◆ Professional development activities should align with ethical standards and promote respect, inclusivity, and cultural sensitivity.
- ◆ Staff members are expected to uphold confidentiality, intellectual property rights, and professional integrity during their participation in professional development activities.

8. Policy Review

- ◆ This Professional Development Policy will be reviewed periodically to ensure its effectiveness, relevance, and alignment with international standards and best practices.
- ◆ Feedback from staff members, stakeholders, and external accreditation bodies will be considered during the policy review process.

This Professional Development Policy will serve as a guiding framework for professional growth and learning opportunities at UWIS. It aims to support staff members in their continuous development and contribute to the school's pursuit of excellence in education.