

CENIT COLLEGE CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD) STRATEGY

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1 CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD) STRATEGY

1.1 Introduction

At Cenit College, we are committed to delivering high-quality online training that supports the ongoing professional development of our staff. As an accredited provider of Continuing Professional Development (CPD) courses, our mission is to empower individuals with the knowledge, skills, and competencies needed to excel in their careers while ensuring they meet industry standards and regulatory requirements.

Our CPD strategy is designed to provide flexible, accessible, and engaging learning experiences that cater to the evolving needs of educators. We recognise the importance of continuous professional development in an ever-changing educational landscape and strive to offer courses that reflect the latest pedagogical trends, technological advancements, and best practices in teaching and learning.

This document outlines our approach to CPD, detailing how we develop, deliver, and evaluate our training programmes to ensure they remain relevant, effective, and impactful. Through this strategy, we aim to support tutors in achieving their professional goals while contributing to the overall improvement and innovation within the education sector.

We are dedicated to maintaining the highest standards of online learning, fostering a culture of continuous improvement, and ensuring that our CPD offerings provide real-world value to educators and educational institutions alike.

1.2 Strategy Ownership

The policy owner is the Head of Training

1.3 Vision & Purpose

To foster a culture of lifelong learning among educators, ensuring that staff remain at the forefront of pedagogical practices, technology integration, and industry-specific knowledge. This strategy aims to enhance the teaching quality, learner outcomes, and institutional reputation.

1.4 Strategy Objectives

- **Enhance Teaching Quality**
Equip educators with modern teaching methodologies and inclusive practices to meet the diverse needs of adult learners.
- **Integrate Technology and Innovation**
Encourage the adoption of digital tools and innovative strategies to improve engagement and learning outcomes.
- **Promote Industry Relevance**
Ensure educators maintain up-to-date knowledge of industry trends relevant to their subjects.
- **Support Career Development**
Provide clear pathways for professional growth and career advancement.
- **Foster a Collaborative Culture**
Create opportunities for peer learning, mentorship, and sharing of best practices.

1.5 Key Components of the Strategy

1.5.1 Needs Assessment

- Conduct an annual skills audit to identify knowledge gaps and training needs among staff.
- Community of practice
- Use student feedback and performance data to highlight areas requiring improvement.

1.5.2 CPD Opportunities

- **Workshops and Seminars** - Offer in-house training sessions on face-to-face College Anchor Days once a quarter covering topics such as active learning techniques, blended learning, and inclusive teaching.
- **External Courses and Certifications** - Provide access to industry-recognized certifications and partnerships with professional bodies.
- **Technology Training** - Organise sessions on the use of Learning Management Systems (Moodle, U Certify etc.), educational apps, and digital tools like video conferencing platforms.
- **Industry Placements** - Facilitate short-term placements or shadowing opportunities in relevant industries for practical exposure

1.5.3 Mentoring and Peer Support

- Pair experienced educators with newer staff for mentoring relationships.
- Host peer observation sessions to encourage feedback and shared learning.

1.5.4 Online CPD Resources

- Develop a digital library of resources, including recorded webinars, research papers, and how-to guides.
- Provide access to relevant to teaching and subject expertise.

1.5.5 CPD Tracking and Recognition

- Introduce CPD tracking system for educators to document their learning activities.
- Implement a recognition program that celebrates milestones, such as certificates or awards for outstanding CPD participation.

1.5.6 Personal Development Plans (PDPs)

- Encourage staff to create and regularly update personalised PDP's aligned with their career goals and organisational needs. The College uses the Education and training Foundation ETF self-assessment tool

1.5.7 Focus on Inclusion and well-being

- Provide training on supporting diverse learner needs, including mental health awareness and strategies for neurodiverse learners.
- Include CPD sessions on educator well-being to manage workload and stress.

1.5.8 Feedback and Evaluation

- Collect regular feedback from staff on the effectiveness of CPD initiatives.
- Use feedback to refine the strategy annually.

1.6 Procedure

- Implementation plan

Timeline	Action	Responsibility	Resources Required
Month 1-2	Conduct skills audit and needs assessment	Head of Training	Surveys, feedback tools
Month 3-4	Develop CPD calendar and resource library	CPD training working group	Budget for trainers/resources
Ongoing	Deliver workshops, mentoring, and online training	Subject Leads	Tutors, digital tools Training calendar including face to face anchor days
Quarterly	Evaluate CPD activities and gather feedback	Delivery Training Manager	Surveys, feedback
Annually	Update CPD strategy and recognise achievements	Leadership team	Awards, certificates

1.7 Monitoring and Evaluation

1.7.1 Metrics to Track

- Percentage of staff participating in CPD activities.
- Improvements in learner satisfaction and outcomes.
- Feedback scores for CPD sessions.

1.7.2 Tools for Evaluation

- Surveys for staff and learners.
- Observation/peer review reports and mentoring programs.
- Analysis of CPD portfolios.

This strategy will be reviewed in accordance with Cenit College review practices. It will be updated upon any necessary changes

Cenit College will monitor its Quality documents through the following mechanisms:

The QA manager will in accordance with the QA audit schedule.

1.8 Version Control

Version	Date	Description	Originator	Approved by
V1.0	20/01/2025	New strategy document	HoQ	QCM