**Sample Performance and Development Timeline - 2016**

| **Term** | **PDF Milestone** |
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| **Term Four** | * PDF self-assessment completed (Week 3) * Final lesson observations completed (Week 5) * PDF review meetings completed (Week 8) * Evaluation of 2015 processes (goal setting, PDP monitoring, review meetings, lesson and leadership practice ob model) (Week 9) * Refinement / further development of relevant processes (Week 10) * Outline of timeline for 2016 PDF milestones – published on school calendar and available to staff (Week 11) |
| **Term**  **One** | * PL – Aligning practice to the Standards + effective goal setting (Week 1) * Staff reminded of milestones and any changes to model or processes (Week 1) * PDP drafts written (Week 3) * PDP – feedback and sign-off meetings (Week 5) * Executive record all phase one outcomes on PDP Register and map whole school PL focus areas/Standards (Week 6) * Executive to devise and publish professional learning plan for whole school (Week 6) * Staff engaging in professional learning (all term) |
| **Term Two** | * Lesson observation one (Week 5) – *includes pre-lesson discussion / lesson observation / post-lesson discussion* - executive to record on PDP Register * Staff engaging in professional learning (all term) |
| **Term Three** | * Self-assessment to be completed – supportive dialogue with supervisors (Week 2) – executive to record on PDP Register * Staff engaging in professional learning (all term) |
| **Term Four** | * Lesson observation two (Week 5) – *includes pre-lesson discussion / lesson observation / post-lesson discussion*– executive to record on PDP Register * PDF Review meetings (Week 7/8) * Exec to update and finalise PDP Registers (Week 8) * Staff evaluation (Week 9) * Refinements to processes and confirmation of PDF timeline for 2017 (Week 10) * Staff engaging in professional learning (all term) |