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| **FACULTY/STAGE:** |  | **Supervisor:** |  | **Year:** | Select here |

|  | **Phase 1 - Plan** | | | | | | **Phase 2 - Implement** | | **Phase 3 - Review** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Teacher** | **PDP**  **Sign-off Meeting** | **Identify the Standards and PL Focus Areas aligned to each goal** | | | | | **Lesson**  **Ob 1** | **Lesson**  **Ob 2** | **PDF Cycle**  **Reviews** |
|  | Sign-off meeting completed:  Click here to enter a date.  PDP received /signed: **Yes**  PDP saved to folder:  **Yes**  (with permission from teacher)  Accreditation date (if valid):  Click here to enter a date.  **TRA MAINT. N/A** | **Goal 1** | **Goal 2** | **Goal 3** | **Goal 4** | **Goal 5** | Observer #1:    Observation date:  Click here to enter a date. | Observer #2:    Observation date:  Click here to enter a date. | Self-assessment completed  **Yes**  Click here to enter a date.  Line Manager Review completed **Yes**  Click here to enter a date.  Relevant documents saved and original signed PDP given to teacher  **Yes**  Reminder for staff to enter PL on BOSTES Portal (if valid):  **Yes N/A** |
| Select | Select | Select | Select | Select |
| Select | Select | Select | Select | Select |
| Select | Select | Select | Select | Select |
| **Goal PL Focus Areas** | Select here | Select here | Select here | Select here | Select here |

|  | **Phase 1 - Plan** | | | | | | **Phase 2 - Implement** | | **Phase 3 - Review** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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