

ELN Self-Assessment Tool: Questionnaire TEO-P-6 – Human Resources and Professional Learning – Programme level



Judgement scales for each 'good practice' indicator: N/A = Not applicable; D/K = We don't know; 1 = We are not doing this yet; 2 = We have started on this but there are still significant improvements to be made; 3 = We are doing this well; there are minor improvements to be made; 4 = We are doing this very well.

L&N = Literacy and Numeracy

Topic	Good practice indicators	Prompting questions	Judgement					
			N/A	D/K	1	2	3	4
Professional Learning	Educators and L&N specialists reflect on their capabilities to embed L&N and on their own L&N proficiencies and practices, and develop an annual plan for professional learning in embedding L&N.	How well do you reflect on your own L&N proficiencies and practices, in order to support your capability to embed L&N? How well do you collect evidence of and feedback on your capabilities to embed L&N and use this to develop your professional learning plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Educators and L&N specialists engage with professional learning opportunities for embedding L&N and apply their learning in their practices.	How well do you engage with professional learning opportunities for embedding L&N? How effectively do you apply your learning in your embedding L&N practices? How effective are your professional learning activities for developing learners' L&N proficiencies and practices?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	In all observations of teaching and learning judgments are made about the effectiveness of embedded L&N practices.	How well is feedback on embedded L&N incorporated in the observation of your teaching? How well do you use this feedback to improve the embedding of L&N in your teaching?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Effective practice of embedded L&N is shared across the organisation.	How well do you contribute to sharing effective practice in embedded L&N across the organisation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Human resources	The organisation's human resources strategy includes measures for assuring adequate levels of appropriately qualified staff to sustain all aspects of embedded L&N.	How do you ensure that you become or remain suitably qualified and experienced with respect to the role and responsibilities you have for embedded L&N? How effective is the performance appraisal and management process in relation to embedded L&N for you?						
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Strengths of the programme in regard to Professional Learning and Human Resources, and evidence for these:

Critical Actions to be taken in the programme in regard to Professional Learning and Human Resources:

Name of programme:

Date completed: