

PROFESSIONAL DEVELOPMENT RECORD

Use this document to plan and record professional learning activities that will assist you to achieve your performance and development goals. When setting goals consider school priorities, your job role, areas to improve practice, as well as your career goals and professional interests. Your goals should be *specific, measurable, achievable, realistic and have a timeframe*.

Use the [PD Planner](#) to select professional development that meet your goals. Australian Teacher Aide members can document completed professional learning activities in their CPD diary.

Name:

Supervisor:

School Team Individual	Performance and Development Goals	Professional Learning Activity	When	Feedback/ Reflection	Date Achieved:
<i>Individual</i>	<i>To improve how I give feedback to students.</i>	<i>eTAPS Module 3: How to Give Feedback to Students</i>	<i>Staff PD Day Jan 2023</i>	<i>I learned that feedback is useful when it describes what students need to achieve, their progress, and what they need to do next, to improve. This Term I plan to implement what I learned and provide students with useful feedback and monitor the effectiveness of these strategies.</i>	<i>21 Jan 2023</i>