

### **3.8. Support for Tertiary Study Policy**

#### **Rationale**

Parnell District School believes in supporting professional development that has a positive impact on teaching and learning in the school. The board believes that initiatives such as a tertiary study grant help to ensure the school “attracts, retains and develops the best quality teachers” (Strategic goal 1)

#### **Purposes**

1. To encourage staff to study at an advanced level to increase their skills and knowledge as teachers.
2. To raise the levels of student outcomes
3. To contribute to the ideology of being a *learning organisation*

#### **Guidelines ( to be read in conjunction with Appendix 1:”Board of Trustees Study Grant”)**

1. Financial Support for tertiary study will come from either the professional development budget or the board study grant. The board will budget to
  - a) *provide a contribution towards payment of fees for permanent staff enrolled in recognised courses of tertiary study to complete teaching qualifications or gain further teaching qualifications.*
  - b) *Each year budget to provide at least one release day per paper( for up to a maximum of 2 papers per annum) for qualifying staff members for study and/ or exams.*
2. The study must be deemed relevant to the school’s purpose (aligned with the school’s strategic plan, with links to the applicant’s role in the school) with clear benefits for children’s education and this will be determined as such, ultimately by the Principal. If the number of applications for the funds in the BOT study grant exceeds the budget, the board will make their decision on successful candidates, based on these criteria .The Principal will make their decision in regard to the professional development budget after surveying permanent staff to establish numbers of staff intending to enrol in courses of study and total cost of fees. The Principal has discretion to determine the suitability of courses. Where no agreement between the principal and a staff member can be reached, the Board Chair will be asked to make a ruling.
3. If approval for relevant study is given, the board will endeavour **to fund 50% of the tuition fees at enrolment** prior to the commencement of the course (receipt required). Payment prior to the commencement of the course is specifically on the condition that the staff member signs a declaration that if they withdraw from the course or fail the course then they are required to refund the fees granted. The board will endeavour to fund the balance of the tuition fees upon successful completion for up to 2 papers per annum.
4. Where a staff member is engaged in research study that has significant impact on the learning culture of the school their full fees may be paid in full.