

Al Arqam Academy for Girls Whole school PD Plan 2022-2023

| School | Date      | Proposed Attendees/<br>Department                 | PD Type<br>نوع التطوير المهني | Title<br>عنوان التطوير المهني                                       | Objectives<br>الأهداف                                                                                                                    | Name of the lecturer<br>أسم المحاضر                    | # of Attendees<br>عدد الحضور | Means to Evaluate<br>Objective<br>وسائل التقييم           | Cost<br>التكلفة | Notes<br>ملاحظات            |
|--------|-----------|---------------------------------------------------|-------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|------------------------------|-----------------------------------------------------------|-----------------|-----------------------------|
| KG     | 10/8/2022 | English Department                                | workshop                      | Positive discipline                                                 | Using positive discipline in classroom management                                                                                        | Mrs. Omnia Askar                                       | 3                            | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 10/8/2022 | Arabic Department /TAS                            | workshop                      | Positive discipline                                                 | Using positive discipline in classroom management                                                                                        | Mrs. Heba Alkhateeb                                    | 20                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 11/8/2022 | KG Staff                                          | workshop                      | Al-Arqam Essence                                                    | Introduce the importance of the academy essence. Provide the teachers with the chance of participating in setting the rules and routine. | Mrs. Heba Alkhateeb                                    | 34                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 14/8/2022 | Arabic Department /TAS                            | workshop                      | Positive discipline                                                 | Using positive discipline in classroom management                                                                                        | Mrs. Heba Alkhateeb                                    | 20                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 14/8/2022 | Admin team                                        | workshop                      | Positive discipline                                                 | using positive discipline management in school environment                                                                               | Mrs. Heba Al Khateeb                                   | 7                            | PD evaluation                                             |                 |                             |
|        | 15/8/2022 | AdminTeam                                         | workshop                      | Al-Arqam essence & discuss action and operational plan              | Evaluating plans/setting some rules for Alarqam essence                                                                                  | Dr. Shaimaa Yousri                                     |                              | Evaluation forms                                          |                 |                             |
|        | 15/8/2022 | KG Teachers                                       | workshop                      | Mission and Vision of the Academy                                   | How to meet the requirements of the updated vision and mission of the academy                                                            | Mrs. Doaa AL- Nahas                                    | 30                           | Observation and feedback<br>Lesson Plans                  |                 |                             |
|        | 22/8/2022 | KG English Department                             | workshop                      | Positive discipline                                                 | Using positive discipline in classroom management                                                                                        | Mrs. Omnia Askar                                       | 11                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 22/8/2022 | KG Arabic Department                              | workshop                      | Noor AL- Bayan                                                      | strategies of teaching Noor AL Bayan                                                                                                     | Mrs. Hind Mohammad                                     | 12                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 22/8/2022 | Admin team                                        |                               | Evaluating Induction week & Revising the JD measurement             | study the strong and weak points for improvement Continue evaluating the JD                                                              | Dr. Shaimaa Yousri                                     | 4                            | PD Evaluation                                             |                 |                             |
|        | 29/8/2022 | Admin Team                                        |                               | finishing uncompleted work                                          |                                                                                                                                          |                                                        | 2                            |                                                           |                 | 3 admin members were absent |
|        | 5/9/2022  | Admin Team                                        | workshop                      | K12 new dismissal system registration                               | safety/accuracy & time saving                                                                                                            | Mrs. Rasha Attiya                                      | 5                            | PD Evaluation                                             |                 |                             |
|        | 5/9/2022  | KG Teachers AND TAS                               | workshop                      | Introduction to Different types of Assessments                      | To help staff, prepare clear assessment results and use them in planning                                                                 | Ms. Sadia Shafiq                                       | 30                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 12/9/22   | Admin Team                                        | workshop / meeting            | PD Priorities/safety/Ethics between colleagues (friendship-respect) | help in get work done effectively and in a positive helpful environment                                                                  | Dr. Shaimaa Yousri                                     | 5                            |                                                           |                 |                             |
|        | 12/9/22   | Arabic Department                                 | workshop                      | آلية التحضير لحصة القرآن                                            | طرق التحضير لحصة قرآن فعلة ومقيدة                                                                                                        | Ms. Aisha Al-Maragi                                    | 13                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 12/9/22   | English Department/TAs                            | workshop                      | Writing feedback on plans                                           | To write the appropriate feedback on plans                                                                                               | Ms. Sadia Shafiq                                       | 20                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 19/9/2022 | English Department                                | workshop                      | Positive discipline                                                 | Using positive discipline in classroom management                                                                                        | Ms. Onia Askar                                         | 11                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 19/9/2022 | TAs Teachers                                      | workshop                      | Planning                                                            | How to prepare an outstanding lesson plan                                                                                                | Mrs. Heba Al Khateeb                                   | 10                           | Observation and feedback<br>Lesson Plans<br>PD evaluation |                 |                             |
|        | 19/9/2022 | Admin Team                                        | workshop                      | build up a positive school environment                              | prepare & arrange positive environment                                                                                                   | Mrs. Heba Alkhateeb                                    | 35(all school Admin teams)   | PD. evaluation                                            |                 |                             |
|        | 26/9/2022 | Arabic Department/English Department/TAS Teachers | workshop                      | Assessment tools and strategies                                     | using the appropriate strategies and tools in planning and in classroom                                                                  | Ms. Heba Al-Khateeb/ Ms. Sadia Shafiq/ Ms. Esraa Riyad | 30                           |                                                           |                 |                             |

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| 26/9/2022   | Admin Team                                        | workshop / meeting     | Al Arqam Essence                                                                                          | how to apply it /follow up with it externally and internally                         | KG- HOAD                                              | 3                     | Observation and follow up                           |  |  |
| 26/10/2022  | Arabic Department/English Department/TAS Teachers | Meeting and discussion | How to run effective centers                                                                              | providing feedback about centers activity during the past period,                    | Ms. Heba Al-Khateeb/Ms. Sadia Shafiq/ Ms. Esraa Riyad | 30                    | Observation and feedback Lesson Plans and follow up |  |  |
| 3/10/22     | English Department                                | workshop               | Positive discipline                                                                                       | Using positive discipline in classroom managemen                                     | Ms. Omnia Askar                                       | 11                    | Observation and feedback Lesson Plans and follow up |  |  |
| 3/10/22     | Admin team                                        | workshop / meeting     | Al-Arqam essence & discuss action and Planning for expected online period                                 |                                                                                      |                                                       |                       |                                                     |  |  |
| 3/10/22     | Arabic Department                                 | workshop               | psychometric attributes of early childhood                                                                | To figure out how do children learn and grow up                                      | Ms. Esraa Riyad                                       | 10                    | Observation and follow up                           |  |  |
| 10/10/22    | All Kg staff                                      | Parents' meeting       |                                                                                                           |                                                                                      |                                                       |                       |                                                     |  |  |
| 17/10/2022  | Admin Team                                        | workshop               | ANGER MANAGEMENT                                                                                          | raise the quiality of customer service to excellence                                 | Mrs. Shaimaa Fakhry                                   | all school admin team | questionnaire- follow up                            |  |  |
| 17/10/2022  | Arabic Department                                 | practical Session      | Planning                                                                                                  | How to write an effective lesson plan and how to prepare creative centers activities | Ms. Heba Al-Khateeb/ / Ms. Esraa Riyad                |                       |                                                     |  |  |
| 17/10/2022  | Arabic Department                                 | workshop               | آلية التحضير لحصة القرآن                                                                                  | التهيأ إجراءات سير حصة القرآن الكريم                                                 | أستاذة هند الحاج                                      | 10                    | Observation and feedback Lesson Plans               |  |  |
| 17/10/2022  | English Department                                | workshop               | Positive discipline                                                                                       | Using positive discipline in classroom management                                    | Ms. Omnia Askar                                       | 11                    | Observation and feedback Lesson Plans               |  |  |
| 17/10/2022  | TAs Teachers                                      | workshop               | How to run effective centers                                                                              | Be an active member during centers time                                              | Ms. Heba Al-Khateeb                                   | 10                    | Observation and feedback Lesson Plans               |  |  |
| 24/10/2022  | English Department/ Arabic Departement            | workshop               | Different Types of Assessment                                                                             | Implementation of appropriate assessmnt tools and strategies                         | Ms. Heba Al-Khateeb                                   | 20                    | Observation and feedback Lesson Plans               |  |  |
| 24/10/2022  | Admin Team                                        | workshop               | First Aid                                                                                                 | safety and security                                                                  | Qatar Red Crescent association                        | all school Admin team | Observation and follow up                           |  |  |
| 24/10/2022  | TAs Teachers                                      | workshop               | How to run effective centers                                                                              | Be an active member during centers time                                              | Ms. Doaa AL-Nahas                                     | 10                    | Observation and feedback Lesson Plans               |  |  |
| 31/10/2022  | TAs Teachers                                      | workshop               | Classroom Management                                                                                      | To be able to manage the classroom environment effectively                           | Ms. Doaa AL-Nahas/Ms. Heba Alkhateeb                  | 10                    | Observation and feedback consistant follow up       |  |  |
| 31/10/2022  | Admin team                                        | workshop               | Organizing of your priorities                                                                             | time management-get work accomplished in an organized fast way                       | Mrs. Safaa Younis                                     | all school admin team | questionnaire.                                      |  |  |
| 31/10/2022  | English Department/ Arabic Departement            | Practical Session      | Different Types of Assessment                                                                             | implemetation of the the appropriate assessment tools and strategies                 | Ms. Heba Al-Khateeb                                   | 20                    | Observation and feedback                            |  |  |
| 8/11/22     | Admin team                                        | workshop               | k12 applications: students' details - creating reports-behavioral follow up especially for social workers | effective use of k12                                                                 | mrs. aya - Mrs. Sara                                  | all school admin team | observation and feedback                            |  |  |
| 10/11/22    | Admin team                                        | workshop               | continue of K12 applications                                                                              | effective use of K12                                                                 | Mrs. Aya- Mrs. Sara                                   | all school admin team | observation and feedback                            |  |  |
| 2/1/23      | Admin Team                                        | Meeting and discussion | Al Arqam essence - operationa/action plan - customer service-positive disciplin                           | revise/remind discussion                                                             | HOAD                                                  | KGaDMIN TEAM          | Observation and feedback consistant follow up       |  |  |
| 7-15/8/2022 | All admin teams                                   |                        | Induction week                                                                                            |                                                                                      |                                                       | Admin team            |                                                     |  |  |
| 22/8/2022   | Admin team                                        | Workshop               | إجراءات العمل اليومية                                                                                     | توحيد إجراءات العمل في الأقسام الإدارية للمدارس الثلاث                               | رؤساء القسم الإداري                                   | Admin team            | Questionnaire الوتيرة لكل وظيفة                     |  |  |
| 29/8/2022   | All staff                                         | Workshop               | Behaviour Policy                                                                                          | Train all staff how to apply the behaviour policy                                    | Social workers                                        | Admin team            | Questionnaire + Report                              |  |  |
| 5/9/22      | All admin teams                                   | Workshop               | IT K12                                                                                                    | التعامل المتكرف مع البرنامج الإلكتروني K12                                           | قسم الدعم الفني                                       | All Admin teams       | Questionnaire + Report                              |  |  |
| 12/9/22     | All staff                                         | Workshop               | Individual and group training according to the needs of the employees                                     | Train all staff for their needs                                                      | Internal trainers                                     | All Admin team        | Questionnaire + Report                              |  |  |

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| 19/9/2022  | All admin teams       | Workshop               | Self-Motivation                                                       | Implementation of strong esteem and enthusiasm                                                    | Ms. Heba KG                                                                                | All Admin teams     | Form + Observation Questionnaire + Reports                                    |         |                            |
| 26/9/2022  | All Admin Teams       | Meeting and discussion | Problem solving                                                       | The methods of facing any problem and find solutions effectively                                  | Heads of admin                                                                             | All Admin teams     | Choose a problem from each staff member and share it with others to be solved |         |                            |
| 3/10/22    | Parents meeting       | Parents meeting        | Parents meeting                                                       | Parents meeting                                                                                   | Parents meeting                                                                            |                     |                                                                               |         |                            |
| 10/10/22   | All Admin Team        | Training               | Individual and group training according to the needs of the employees | Train all staff for their needs                                                                   | Internal trainers                                                                          | All Admin team      | Questionnaire + Report                                                        |         |                            |
| 17/10/2022 | All admin teams       | workshop               | First aid                                                             | Train the staff to deal with emergency cases                                                      | The nurses list the medical cases in each school and train the admin staff to deal with it | All Admin Teams     | Questionnaire + Report                                                        |         |                            |
| 24/10/2022 | All admin teams       | Meeting and discussion | Positive discipline                                                   | Train admin to deal with behaviour issues                                                         | HOADS                                                                                      |                     |                                                                               |         |                            |
| 31/10/2022 | All admin teams       | workshop               | To be announced                                                       | Deal with behaviours after the questionnaire results                                              | Social workers                                                                             |                     |                                                                               |         |                            |
| 7/11/22    | All admin teams       | workshop               | التعامل مع الأولويات                                                  | تدريب الموظفين على تحديد الأولويات                                                                | الأستاذة صفاء                                                                              |                     |                                                                               |         |                            |
| 9/8/22     | جميع معلومات القسم 29 | اجتماع - وساعة مكتبية  | تحديد أفضىة المعلومات ومتطلبات كل مادة                                | أن يتم تحديد متطلبات العمل ومعرفة ما سيتم تنفيذه                                                  | المنسقة ورئيسة القسم                                                                       | 29                  | تقرير عن العمل                                                                | لا يوجد | اللقاء الأول               |
| 9/8/22     | أبرار- ميس- ريا       | اجتماع - وساعة مكتبية  | التعرف على أهداف منهج تفكير                                           | أن يتم التعرف على أهداف منهج تفكير                                                                | بلفيس الصمادي                                                                              | 3                   | تقرير عن العمل                                                                | لا يوجد | اللقاء الأول للمعلمات      |
| 9/8/22     | جميع معلومات القسم 29 | اجتماع                 | دور القسم في تحقيق الرؤية والرسالة وتميز الهوية الوطنية               | أن تساهم جميع المعلمات في تحقيق ذلك                                                               | ظبية سعيد                                                                                  | معلمة + المنسقات 29 | تقرير عن العمل                                                                | لا يوجد | اليوم الأول للجلسة الثانية |
| 9/8/22     | جميع معلومات القسم 29 | اجتماع                 | توضيح الخطة الاستراتيجية والتنفيذية والتشغيلية                        | أن نتعرف على اساس العمل الذي نقوم به                                                              | ظبية سعيد                                                                                  | معلمة + المنسقات 29 | تقرير عن العمل                                                                | لا يوجد | اليوم الأول للجلسة الثانية |
| 10/8/22    | جميع معلومات القسم 29 | اجتماع                 | توضيح سياسات القسم ونظام التسلسل الوظيفي                              | أن يتم توضيح سير العملية التعليمية                                                                | ظبية سعيد                                                                                  | معلمة + المنسقات 29 | تقرير عن العمل                                                                | لا يوجد | اليوم الثاني               |
| 10/8/22    | أبرار- ريا - ميس      | اجتماع                 | الجلسة الثانية لمعلمات تفكير توضح آلية التحضير                        | أن تتفن عملية التحضير للمنهج                                                                      | بلفيس الصمادي                                                                              | 3                   | تقرير عن العمل                                                                | لا يوجد | اليوم الثاني               |
| 10/8/22    | جميع معلومات القسم 29 | ورشة                   | الاستراتيجيات الحديثة في التعليم الممتع                               | أن تحقق التعليم الممتع للطلاب                                                                     | إصلاح خضر                                                                                  | 29                  | استبيان للورشة                                                                | لا يوجد |                            |
| 10/8/22    | معلومات القسم         | ورشة                   | عناصر البيئة الإيجابية                                                | أن تحقق عناصر البيئة الإيجابية                                                                    | بلفيس                                                                                      | 3                   |                                                                               | لا يوجد |                            |
| 11/8/22    | المدرسات الجدد        | ورشة                   | طريقة وساسة التحضير                                                   | أن يتم تحضير الدرس بطريقة مناسبة وفق دليل المعلم لكل مادة دراسية                                  | إصلاح ومنسقة العربي                                                                        | 29                  | التغذية الراجعة على التحضير                                                   | لا يوجد |                            |
| 14/8/2022  | جميع معلومات القسم 29 | اجتماع                 | شرح كتيب القسم ومتطلبات العمل                                         | أن يتم تطبيق العمل بطرق ابداعية                                                                   | ظبية سعيد                                                                                  | 29                  | تقرير                                                                         | لا يوجد |                            |
| 14/8/2022  | جميع معلومات القسم 29 | اجتماع                 | إجراءات تحسين القراءة والكتابة                                        | أن تطور أداء الطالبة في القراءة والكتابة                                                          | ظبية سعيد                                                                                  | 29                  |                                                                               | لا يوجد |                            |
| 15/8/2022  | جميع معلومات القسم 29 | ورشة                   | التدريب على برنامج ك 12                                               | أن تتعرف على الأدوات الخاصة بالبرنامج وتفاعلها                                                    | أ.تسليم                                                                                    | 29                  |                                                                               | لا يوجد |                            |
| 22/8/2022  |                       | ورشة                   | الإدارة الصفية الناجحة                                                | أن تتعرف على أفضل الممارسات لإدارة الصف بطريقة تفاعلية                                            | إصلاح خضر                                                                                  |                     |                                                                               | لا يوجد |                            |
| 22/8/2022  | جميع معلومات القسم 29 | عرض ممارسات            | الضبط الإيجابي                                                        | أن تستخدم وسائل وأساليب تربوية متنوعة لتعزيز السلوكيات الإيجابية وتقوم السلوكيات غير المرغوب فيها | بلفيس الصمادي                                                                              | 29                  |                                                                               | لا يوجد |                            |
| 5/9/22     | معلمات خامس وسادس     | بحث علمي               | أهمية الأبحاث العلمية في إثارة التفكير وتحمل الطالبة للمسؤولية        | أن تتحمل الطالبة مسؤولية تعلمها                                                                   | الأستاذة أسماء من مركز الأبحاث                                                             | 29                  | تقرير عن العمل                                                                | لا يوجد |                            |
| 5/9/22     | معلمات خامس وسادس     | بحث علمي               | المعلمة المتميزة                                                      | أن تكسب مهارات وخصائص لتصبح أكثر نميزا                                                            | تحت إشراف الأستاذة إيمان حسان                                                              | 29                  | تقرير عن العمل                                                                | لا يوجد |                            |
| 12/9/22    | جميع معلومات القسم 29 | تبادل خبرات            | استراتيجيات حديثة في التفكير الناقد والتفكير الإبداعي                 | أن تعرض المعلمة ممارسات جديدة لإثارة التفكير الناقد والتفكير الإبداعي                             | مجموعة من معلمات القسم                                                                     | 29                  | نماذج من الخبرات                                                              | لا يوجد |                            |

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| 19/9/2022  | جميع معلومات القسم 29 | ورشة                      | فن السؤال الصفي                                                                                             | أن تعزز الحوار والنقاش بين المعلمة والطالبات من خلال السؤال الصفي                                                                                                                                                                                                                                                                                                                                                         | إصلاح خضر                                               | 29 | تقرير عن العمل                                                                                           | لا يوجد |                                                |
| 26/9/2022  | جميع معلومات القسم 29 | تسجيل                     | صناعة العربي                                                                                                | أن تتعرف على صفات العربي المتميز                                                                                                                                                                                                                                                                                                                                                                                          | المنسقات                                                | 29 | تقرير عن العمل                                                                                           | لا يوجد |                                                |
| 3/10/22    | جميع معلومات القسم 29 | ورشة                      | إعداد الاختبار الجيد وفق مواصفات الوزارة                                                                    | أن تعد الاختبارات وفق مواصفات الوزارة                                                                                                                                                                                                                                                                                                                                                                                     | المنسقات                                                | 29 | نماذج من الاختبارات                                                                                      | لا يوجد |                                                |
| 10/10/22   | جميع معلومات القسم 29 | ورشة                      | استراتيجيات حديثة في التفكير الناقد والتفكير الإبداعي                                                       | أن توظف استراتيجيات تنمي مهارات التفكير لدى الطالبات بشقيه الناقد والإبداعي                                                                                                                                                                                                                                                                                                                                               | 1 - ظبية                                                | 29 | خطط تحضير تحوي الاستراتيجيات الجديدة                                                                     | لا يوجد |                                                |
| 24/10/2022 | جميع معلومات القسم 29 | ورشة                      | استراتيجيات حديثة تكون الطالبية محور العملية التعليمية في المواد المختلفة                                   | أن تطبق استراتيجيات تكون الطالبية هي محور عملية                                                                                                                                                                                                                                                                                                                                                                           |                                                         | 29 | تقييم حصص من قبل المنسقة تظهر فيه استراتيجيات تكون الطالبية محور العملية التعليمية                       | لا يوجد |                                                |
| 31/10/2022 | جميع معلومات القسم 29 | ورشة                      | الضبط الإيجابي ( صناعة العربي )                                                                             | أن توفر بيئة تعلم يسودها الاحترام المتبادل بين الطالبات والمعلمات                                                                                                                                                                                                                                                                                                                                                         | أ - بلقيس                                               | 29 | تقرير عن العمل                                                                                           | لا يوجد |                                                |
| 7/11/22    | جميع معلومات القسم 29 | ورشة                      | كيفية تحليل النتائج لجميع المعلمات                                                                          | أن تحلل المعلمات الدرجات وتصنف الطالبات لإعداد الخطط اللازمة                                                                                                                                                                                                                                                                                                                                                              | المنسقات                                                | 29 | الخطط                                                                                                    | لا يوجد |                                                |
| 14/11/2022 | جميع معلومات القسم 29 | ورشة                      | آليات التصحيح الدقيق وفق معايير الوزارة                                                                     | أن تتفن المعلمات التصحيح وفق قوانين الوزارة                                                                                                                                                                                                                                                                                                                                                                               | المنسقات                                                | 29 | الاختبارات المصححة                                                                                       | لا يوجد |                                                |
| 10/8/22    | KS1, KS2              | Online training course    | Positive Discipline in the Classroom                                                                        | To use behaviour challenges as opportunities to teach the characteristics and life skills to students.                                                                                                                                                                                                                                                                                                                    | Omneya Askar Certified Positive Discipline Lead Trainer | 50 | Observation and feedback Lesson Plans PD evaluation                                                      |         | The course will continue after induction week. |
| 11/8/22    | KS1, KS2              | Workshop                  | Planning and delivering an outstanding lesson                                                               | To equip teachers and teaching assistance with practical guidance and support to plan and deliver an outstanding lesson which include learning objectives, teaching strategies, AFL, and principles of progress.                                                                                                                                                                                                          | Birjees, Taghreed, Firdaus, Hadeel                      | 50 | Observation and feedback Lesson Plans PD evaluation                                                      |         |                                                |
| 22/8/2022  | KS1, KS2              | Online Training           | Positive Discipline in the Classroom                                                                        | To use behaviour challenges as opportunities to teach the characteristics and life skills to students.                                                                                                                                                                                                                                                                                                                    | Omneya Askar Certified Positive Discipline Lead Trainer | 50 | Observation and feedback Lesson Plans PD evaluation                                                      |         |                                                |
| 29/8/2022  | KS1                   | Workshop & Online Webinar | Teaching reading with Phonics                                                                               | The Basics of Phonics -Teachers will be introduced to Key terminology and concepts underpinning phonics teaching.                                                                                                                                                                                                                                                                                                         | Birjees, Taghreed Hadeel, Twinkl Platform               | 32 | Observation and feedback Lesson Plans PD evaluation                                                      |         |                                                |
| 29/8/2022  | KS2                   | Workshop                  | Use explicit strategy instruction to improve students' knowledge of fiction and non-fiction text structure. | Teachers will be equipped with a practical guidance on reading strategies to raise attainment of reading comprehension skills -Grow students vocabulary knowledge through reading experiences                                                                                                                                                                                                                             | Birjees, Taghreed Firdaus                               | 18 | Observation and feedback Lesson Plans PD evaluation Lesson Evaluation Lesson observation and walkthrough |         |                                                |
| 5/9/22     | KS1, KS2              | Online Training           | Positive Discipline in the Classroom                                                                        | To use behaviour challenges as opportunities to teach the characteristics and life skills to students.                                                                                                                                                                                                                                                                                                                    | Omneya Askar Certified Positive Discipline Lead Trainer | 50 | Observation and feedback Lesson Plans PD evaluation                                                      |         |                                                |
| 12/9/22    | KS1                   | Workshop & Online Webinar | Teaching reading with Phonics                                                                               | Teachers will be provided with a practical guidance and share best practices on -How to structure a lesson, group and assess learners and match their reading scheme to their phonics teaching. -The philosophy behind Twinkl Phonics, resource overviews and how to adapt the scheme to the school setting. -How to deliver Level 1 through to Level 6, including in-depth breakdowns of learning outcomes and delivery. | Birjees, Taghreed Hadeel, Twinkl Platform               | 32 | Observation and feedback Lesson Plans PD evaluation                                                      |         |                                                |
| 12/9/22    | KS2                   | Workshop                  | Enabling students to learn spelling                                                                         | Teachers will practice applying teaching approaches for spelling (IPrimary TG).                                                                                                                                                                                                                                                                                                                                           | Birjees, Taghreed, Firdaus                              | 18 | Observation and feedback Lesson Plans PD evaluation Lesson Evaluation Lesson observation                 |         |                                                |
| 19/9/2022  | KS1, KS2              | Online Training           | Positive Discipline in the Classroom                                                                        | To use behaviour challenges as opportunities to teach the characteristics and life skills to students.                                                                                                                                                                                                                                                                                                                    | Omneya Askar Certified Positive Discipline Lead Trainer | 50 | Observation and feedback Lesson Plans PD evaluation                                                      |         |                                                |

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|----------------------------|-------------------|-----------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|----|-----------------------------------------------------------|--|--|
| 26/9/2022                  | KS1, KS2          | Workshop        | Teaching in mathematics                                                                                     | Teachers will discuss mathematics teaching approaches within their KS to ensure quality instruction across stages.<br>KS1<br>-Teaching approaches for counting<br>-Teaching approaches for place value<br>-Teaching approaches for pattern spotting<br>Teaching approaches for introducing new mathematical vocabulary<br>KS2<br>-Teaching approaches for calculating<br>-Teaching approaches for fractions using concrete-pictorial-abstract<br>-Teaching approaches for fractions, decimals and percentages<br>-Teaching approaches for introducing new mathematical vocabulary | YGL, Birjees, Hadeel, Firdaus, Taghreed (facilitators)                 | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| 3/10/22                    | KS1, KS2          | Workshop        | Teaching in science                                                                                         | Teachers will identify approaches for teaching science according to the following guidelines:<br>-The language of science<br>-Teaching approaches for introducing new terminology enabling students to draw science equipment<br>-Tips to help students understand how to work safely<br>-Teaching approaches for involving students in a teacher demonstration<br>-Class investigations 1: organizing<br>Class investigations 2: variables                                                                                                                                       | YGL, Birjees, Hadeel, Firdaus, Taghreed (facilitators)                 | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| 10/10/22                   | KS1, KS2          | workshop        | Teaching in computing                                                                                       | Teachers will be provided with practical advice and guidance on how to incorporate computing teaching approaches and develop lessons which inspire pupils to learn about computing in new and engaging ways.                                                                                                                                                                                                                                                                                                                                                                      | Nomaintaed teachers, Hadeel, Firdaus, Taghreed, Birjees (facilitators) | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| 17/10/2022                 | KS1, KS2          | Webinar         | How to Teach Effective Critical Thinking Skills to Support Pupils' Learning and Growth                      | This webinar will provide headteachers, school leaders, teachers and practitioners with advice and practical tips on developing pupils' critical thinking skills to inform decision-making and problem-solving during both their school career and adult life.                                                                                                                                                                                                                                                                                                                    | Click here                                                             | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| 24/10/2022                 | KS1, KS2          | Workshop        | Using practical tasks for formative assessment                                                              | Teachers and teaching assistants will be provide with practical guidance on using practical tasks for formative assessment which is adaptive to the learning needs of groups and individuals identified in previous lessons, enhancing academic outcomes.                                                                                                                                                                                                                                                                                                                         | Birjees, Taghreed, Firdaus, Hadeel                                     | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| 31/10/2022                 | KS1, KS2          | Workshop        | Teaching in mathematics                                                                                     | Making links between mathematical concepts<br>Mathematical fluency<br>Teaching approaches for incorporating small steps in mathematical learning                                                                                                                                                                                                                                                                                                                                                                                                                                  | Birjees, Taghreed, Firdaus, Hadeel                                     | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| 7/11/22                    | KS1, KS2          | Workshop        | Reflections on teaching and learning                                                                        | Teachers will be provided with opportunities to reflect on their own teaching experience and share best practices with the team.                                                                                                                                                                                                                                                                                                                                                                                                                                                  | YGL and teachers, Birjees, Hadeel, Firdaus, Taghreed (facilitators)    | 50 | Observation and feedback<br>Lesson Plans<br>PD evaluation |  |  |
| Monday, August 11, 2022    | All English staff | Online Workshop | Positive discipline                                                                                         | To train all teachers for being familiar with positive discipline techniques (Session 1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Ms Omneya Askar                                                        |    |                                                           |  |  |
| Monday, August 22, 2022    | Teaching staff    | Workshop        | Classroom management                                                                                        | Prepare all teaching staff to be effective in managing their classrooms and in-class behaviours                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | HOS & Pastoral team                                                    |    |                                                           |  |  |
| Monday, August 29, 2022    | All staff         | Training        | Preventive, corrective & supportive disciplining relating to back to basic expectation for right etiquettes | Train all staff to prevent behaviour issues, correct them if it happens, and support students to exhibit positive behaviour                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Internal trainer                                                       |    |                                                           |  |  |
| Monday, September 5, 2022  | All English staff | Online Workshop | Positive discipline                                                                                         | To train all teachers for being familiar with positive discipline techniques (Session 2)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Ms Omneya Askar                                                        |    |                                                           |  |  |
| Monday, September 12, 2022 | All staff         | Feedback        | Feedback and report on Back to basics training implementation and sharing good practicer                    | Share good practices to prevent behaviour issues, and support students to exhibit positive behaviour                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                        |    |                                                           |  |  |
| Monday September 19, 2022  | All English staff | Online Workshop | Positive discipline                                                                                         | To train all teachers for being familiar with positive discipline techniques (Session 3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Ms Omneya Askar                                                        |    |                                                           |  |  |
| Monday, September 26, 2022 | All staff         | Training        | Dealing with discrete bullying                                                                              | Train all staff to be able to identify and deal with discrete bullying                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Possibly external trainer                                              |    |                                                           |  |  |
| Monday, October 3, 2022    | All English staff | Online Workshop | Positive discipline                                                                                         | To train all teachers for being familiar with positive discipline techniques (Session 4)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Ms Omneya Askar                                                        |    |                                                           |  |  |

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|-----|--------------------------|-----------------------------------------|----------------|--------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|--|--|--|
| Sec | Monday, October 10, 2022 | Teaching staff                          | Training       | Social and emotional learning                                                                    | Train teachers and assist them to train their students to develop the self-awareness, self-control, and interpersonal skills that are vital for school, work, and life success | Via National College         |  |  |  |
|     | Monday, October 17, 2022 | معلمات التربية الإسلامية والقرآن الكريم | سبب حصة القرآن | حصة مشاهدة                                                                                       | أن تتعرف المعلمة على أهم الخطوات التي يجب اتباعها في حصة القرآن                                                                                                                | أ. هند الحاج                 |  |  |  |
|     | Monday, October 17, 2022 | Teaching staff                          | Discussion     | Feedback and discussion on implementation of Social and emotional learning                       | Teachers discuss how they are able to train their students to develop the self-awareness, self-control, and interpersonal skills                                               |                              |  |  |  |
|     | Monday, October 24, 2021 | التربية الإسلامية                       | ورشة           | مع القرآن الكريم                                                                                 | التعرف على طرق تدريس القرآن الكريم للطلبات                                                                                                                                     | أ. عائشة المراعي             |  |  |  |
|     | Monday, October 24, 2021 | اللغة العربية                           | ورشة           | k12                                                                                              | التعرف على الجديد في نظام إدخال الدرجات                                                                                                                                        | أ. سارة شعلان                |  |  |  |
|     | Monday, October 24, 2021 | Teaching staff                          | Training       | Preparing critical thinking activities for all students, with a special emphasis on G&T students | Teachers to be able to stretch the critical thinking abilities of all students while scaffolding extra for G&T                                                                 | Ms Aya to organize a trainer |  |  |  |
|     | Monday, October 24, 2021 | معلمات قسم المواد العربية               | ورشة           | مهارات تفكير عليا                                                                                | التعرف على أهم استراتيجيات مهارة التفكير العليا                                                                                                                                | ديمحروس                      |  |  |  |
|     | Monday, October 31, 2022 | Teaching staff                          | Discussion     | Feedback and discussion on critical thinking activities                                          | Teachers discuss how they can implement critical thinking activities during lesson timings                                                                                     |                              |  |  |  |
|     | Monday, November 7, 2022 | Teaching staff                          | Workshop       | Effective questioning in the classroom                                                           | Conduct effective forms of questioning in the classroom                                                                                                                        | Coordinators                 |  |  |  |