It was agreed that teachers could at their PRD ask for support with the costs of the initial module for those interested in following the Chartered Teacher route:-

- Only Module 1 can be funded from CPD money. The absolute maximum funding which can come from CPD moneys is £250. (50% of the cheapest module) This is because it is in both sides’ interests to help teachers commit to the process, but the first module does not affect salary level.

- Teachers can aggregate two years delegated CPD money, following PRD meeting. Any further allocation is at the discretion of the school CPD group. Point one still applies.

It was also accepted that travelling time could not count towards the additional 35 hours of CPD. However, if the amount of travelling time was onerous for individual teachers due to their particular circumstances, they should get in touch with the CPD Manager to discuss what relevant steps could be taken to address this problem.

Any reasonable travelling expenses can be paid from the teacher’s individual allocation, or from the school CPD budget.

**MATERIAL PURCHASED WITH CPD FUNDS**

Equipment or books purchased from the individual teacher’s allocation for Professional Development are for the teacher’s development, and as such would normally be theirs for this purpose. When they move to another post, these needs would normally still pertain, so the equipment or books purchased should accompany them. However, if additional money from the school’s central CPD budget has been used to help with these purchases, then the equipment should remain the property of the school. The teacher could retain the equipment by paying back the school’s share of the costs to the school CPD fund.

**PROCEDURE IN CASE OF DISAGREEMENT**

Initially to line manager, and then to CPD Manager, who would if necessary liaise with Joint LNCT secretaries. It would then go to the full LNCT if there were no solution possible.