SATIPS
Support
Education
Training



LEADING EFFECTIVE APPRAISALS: EMPOWERING MIDDLE LEADERS IN EDUCATION

Equip, Inspire, and Elevate: Mastering the Art of Performance Conversations in Schools

TUESDAY 21ST JANUARY 2025

4.00PM TO 6.30PM

Who is this webinar for?

This comprehensive webinar is designed specifically for middle leaders in prep schools. Whether you are new to appraisals or looking to refine your skills, this session will equip you with the knowledge and techniques to conduct effective appraisals that align with organisational goals, build high performing relationships and foster professional growth.

INSET Outline

Part 1: Principles of Effective Appraisal Conversations
- Understanding the importance of effective appraisals.
- Building trust and rapport with your team.
- Key elements of a successful appraisal conversation.

Part 2: Linking Individual Targets to Organisational Objectives
- Aligning personal targets with school-wide goals.
- Techniques for setting SMART goals.
- Using data to measure and track performance.

Part 3: Regular Check-ins and Ongoing Feedback
- Importance of continuous feedback throughout the year.
- Strategies for maintaining regular check-ins.
- Identifying variance of performance and context and responding to it.
- Handling challenging conversations about performance.

Part 4: Teacher Standard Frameworks
- Overview of teacher responsibilities and standards.
- Differentiating between professional standards and personalised targets.
- Ensuring alignment with the Department for Education and school-specific policies.

Summary
- Key pitfalls to avoid
- Recap of key points covered.
- Strategies for further developing appraisal skills.
- Opportunities for ongoing practice and improvement.
- Questions and close.

"Attending the 'Leading Effective Appraisals' webinar has been a game-changer for me. The tips and practical advice significantly increased my confidence in conducting appraisals. I now see appraisals as a powerful tool for developing my team members and strengthening our relationships. The focus on aligning individual goals with our school's objectives has transformed the process from a compliance exercise into a meaningful and positive experience."

Sarah Jenkins, Head of Science Department

Speaker: Malcolm Drakes

Malcolm is an executive leadership consultant who works with the National Institute of Teaching and Teach First, designing leadership courses, supporting school improvement and delivering National Professional Qualifications.

He has been a Headteacher, Executive Headteacher and National Leader of Education, typically working with schools in disadvantaged communities.



SATIPS MEMBER SCHOOLS EARLY BOOKING (PRIOR TO 8 JANUARY 2025)	£63
MEMBER SCHOOLS WHO BOOK 3 OR MORE DELEGATES PRIOR TO 8 JAN 2025 WILL BE CHARGED £53.00 PER DELEGATE	
SATIPS MEMBER SCHOOLS (FOR BOOKINGS BETWEEN 8 JAN 2025 AND 16 JAN 2025)	£75
NON- MEMBER SCHOOLS	£85

No bookings will be taken after 16 January 2025

CLICK HERE TO BOOK