

PoLT Supporting Change Checklist

The following actions support the change process. You can use this checklist to see how well you are progressing.

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| <i>Arranging organisational support:</i> | |
| • ensuring leadership and support from the Principal | |
| • developing and applying appropriate policies | |
| • ensuring sympathetic time-tabling and class organisation | |
| • building home, school, and community partnerships | |
| • providing suitable space and resources. | |
| <i>Helping individuals and groups:</i> | |
| • establishing the PoLT team as a professional learning community | |
| • encouraging teamwork and cooperation | |
| • providing individual support and assistance | |
| • providing practical help | |
| • encouraging people on a one-to-one basis | |
| • solving problems in groups | |
| • sharing experiences. | |
| <i>Arranging professional development:</i> | |
| • identifying professional development needs | |
| • observing practice | |
| • providing feedback | |
| • using modelling and demonstrations | |
| • developing new learning and teaching strategies. | |
| <i>Monitoring and evaluating and reporting:</i> | |
| • monitoring student attitudes and achievement | |
| • monitoring teachers' knowledge, skills and concerns | |
| • monitoring change over time | |
| • discussing progress | |
| • reporting to staff meetings | |
| • presenting reports to seminars and conferences | |
| • encouraging others to engage in similar activities. | |