

**Slough Music Service teachers undergo a variety of procedures to ensure their teaching is of the highest quality, and their skills and knowledge are up to date.**

### **Induction**

New staff begin with an initial induction period, which is monitored half termly by their line manager or the head of the music service. This period of induction can last from one term to more than one year, depending on the experience of the teacher. This process is to help the teacher be as effective in all areas of learning and their responsibility to every child's development.

### **Ongoing Performance Management and CPD (continuing professional development)**

After induction, all staff are observed in their teaching annually, with a review meeting to address any issues and further improve the quality of their work.

Following these reviews, individual training plans are devised to ensure that all staff receive the ongoing training which is most beneficial to them.

### **Teachers' Standards**

All teachers are required to meet standards set for instrumental teachers by the Federation of Music Services. Teachers evaluate their own progress against a number of criteria to ensure their teaching practice is of high quality. These standards range from teaching and learning issues, to the wider development of every pupil. The standards are available on the FMS website ([www.thefms.org](http://www.thefms.org))

### **Complaints**

In the unlikely event of a complaint, the music service has a robust procedure for dealing with issues raised by parents, pupils or schools. This is a rigorous process of investigation and follow-up, which ranges from discussions with the teacher and their line managers, to a full investigation by Slough Borough Council. Our full complaints policy is available on our website.