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Issue Date: 05/04/2021

This policy is adopted from Policy 22: School Development Committee of the ADEK Private Schools Policy and Guidance Manual (2014-2015), corresponding to Article (27) of the Organizing Regulations.

## PURPOSES:

- To supervise the progress made by the School with regard to the agreed key performance indicators specified forth in the development plan.
- To ensure that School programs and operational standards are applied and maintained at the high levels of quality required to achieve the school's mission in line with the Council's requirements.
- To continuously develop the work of the School in order to meet the standards of leading international educational systems.

**POLICY STATEMENT:** The School Development Committee shall prepare School Development Plans and monitor the implementation of these plans effectively and consistently. The Principal shall be the Chair of the School Development Committee which shall include members of the School's Administrative and Teaching Faculties. The School Development Committee may include representatives of Parents/Guardians and students. The School Development Committee shall oversee the School's progress in relation to the agreed upon key performance indicators as specified in the School's development plan

The School Development Committee should encourage the members of the Board of Trustees, staff, students and Parents/Guardians to propose innovations and other ideas to improve the work of the School, its students and the wider community. The Council will expect that Schools what have a Council Accredited License will contribute to the improvement of other Schools through initiatives entered into with less successful Schools, in accordance with the Council's strategic plan.

The School Development Committee shall submit all improvement plans to the School's Board of Trustees for approval, and to the Council as set out in Policy (60) (see also Policies 59 and 61). Emirates future international academy School aims to encourage collaboration and teamwork within departments and sections and across the School as a whole. Staff are encouraged to work in groups and share in the decision-making processes, especially in those areas in which they demonstrate an expertise or interest, so that they are directly affected by the results of their decisions. Various site-based committees will be formulated at the beginning of each academic year, through which staff members can collaboratively contribute to the efficient operation and development of the school.

The staff members in each department will attend regular weekly meetings, chaired by the Committee Head to discuss topics of concern in identifying areas for improvement. Their recommendations about suggested improvements are filtered through to the Administration and are

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open to discussion and recommendation can be made. The School Director will hold weekly meetings with the Deputy Director, Administrative Assistants. The Administrative Assistants will hold weekly meetings with Lead Teachers to discuss issues of importance with respect to the running of the school. Decisions on matters of concern will be taken. The Board of Directors meets once a month to discuss major plans, taking into consideration the school's Philosophy and Objectives.

## ROLES AND RESPONSIBILITIES:

School Owners and Trustees will:

- Establish a School Development Committee.
- Oversee the work of the School Development Committee.
- Ensure the School Development Committee develops clear strategies for improvement based on recommendations of the School inspection reports.
- Review and approve the annual School Development Plan.

Principals will:

- Chair the School Development Committee and complying with the requirements of this policy.
- Manage the School development planning process.
- Ensure relevant stakeholder involvement in the development of School Development Plans.
- Formulate School Development Plans in accordance with Policy (60) and following up on their implementation.
- Ensure the compliance of School Development Plans with Council requirements.

