CPD FRAMEWORK FOR TEACHERS

All teachers registered with I-PATH must complete a minimum of 20 hours of Continuing Professional Development (CPD) each calendar year (1 January – 31 December) in order to continue to enter learners for exams.

1. Annual CPD Requirement

Each year, teachers must complete:

- A minimum of 20 hours CPD in total, made up of:
  - At least 10 hours of Time-Valued CPD
  - A maximum of 10 hours of Independent CPD

CPD hours are calculated on a time basis, where 1 hour = 1 CPD hour.

2. Time-Valued CPD (Minimum 10 hours)

Time-Valued CPD refers to structured, formal learning, such as:

- Courses and qualifications
- Webinars, workshops, and conferences
- Accredited training
- Exam board or awarding organisation CPD
- Recorded CPD where learning outcomes are clearly defined

We strongly recommend that teachers attend or purchase I-PATH CPD videos or training related to each discipline they teach at least once every two years, in order to:

- Maintain best practice
- Stay aligned with syllabus and assessment standards
- Ensure safe, inclusive, and current teaching approaches

3. Independent CPD (Maximum 10 hours)

Independent CPD includes self-directed professional learning, such as:

- Reading professional or sector guidance
- Watching relevant educational content
- Research and reflective practice
- Observation of other professionals

Independent CPD must be relevant to the teacher's role and recorded with a short reflection on learning outcomes.

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4. Safeguarding (Mandatory)

- A minimum of 3 CPD hours per year must be safeguarding-related.
- **All teachers have a legal responsibility to safeguard children and young people.** To meet this responsibility, teachers are expected to complete safeguarding training every year, ensuring their knowledge remains current and reflects the latest statutory guidance and best practice.
- Safeguarding CPD may be included within Time-Valued or Independent CPD, provided it is clearly evidenced.

We highly recommend the I-PATH Safeguarding Summit, which is specifically designed for I-PATH Member Teachers and reflects current safeguarding expectations across live, online, and recorded teaching contexts.

5. First Aid Requirements (Studios)

- Studios must ensure that a qualified first aider is on site at all times
- First Aid certificates are typically valid for three years
- Teachers and studio owners are responsible for ensuring certification remains current

I-PATH offers First Aid courses in the UK, which are suitable for performing arts teaching environments.

6. Evidence & Record-Keeping

Teachers must keep a simple CPD record including:

- Date
- Activity
- Duration
- CPD type (Time-Valued or Independent)
- Key learning outcomes

CPD records may be requested as part of:

- Membership renewal
- Teaching status review
- Quality assurance or audit processes

7. Failure to Meet CPD Requirements

Failure to meet the annual CPD requirements may result in:

- Teaching status being reviewed or suspended
- Conditions being placed on continued registration
- A requirement to complete additional CPD within a specified timeframe

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