

Teachers' Professional Records Online (TPRO®)

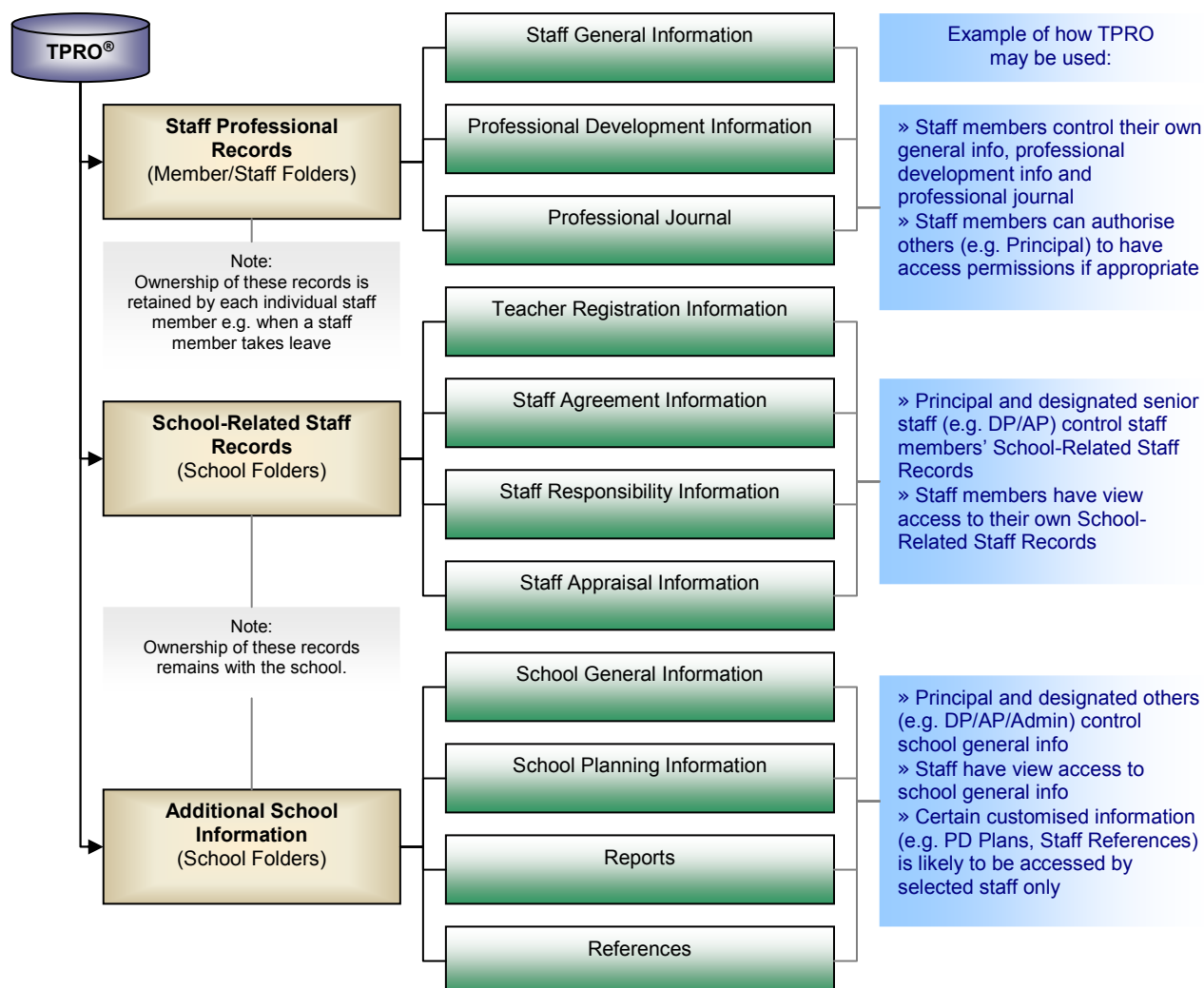
TPRO® is a secure Web application that can be used by schools to manage:

- ❖ **Staff Professional Records:** Staff General Info, Professional Development Info, Professional Journal
- ❖ **School-Related Staff Records:** Teacher Registration Info, Staff Agreement Info, Staff Responsibility Info, Staff Appraisal Info
- ❖ **Additional School Information:** School General Info, School Planning Info, Reports and References

TPRO can be accessed by authorised users at any time using a Web browser at school or at home. It does not require the use of a server or an IT specialist.

TPRO:

- ❖ enables school staff (teaching and non-teaching) to access, maintain and control their own *Professional Records* - including their professional development information - efficiently and effectively
- ❖ enables schools to control and manage *School-Related Staff Records* and *Additional School Information* in a secure manner
- ❖ allows schools/staff to choose which records (and which fields within each record) they wish to use
- ❖ enables staff to use *Professional Records* securely between schools
- ❖ includes Teachers Council and Ministry of Education standards and facilitates compliance with these, together with ERO's requirements
- ❖ uses a content management system that is easy for non-technical people to use e.g. enables people to easily and collaboratively (if required) add to, edit and manage individual records
- ❖ has appropriate physical, electronic and procedural safeguards that protect the security and privacy of information
- ❖ saves time and costs
- ❖ comes with training and support, if required



What scenarios are supported by TPRO?

A teacher:

- ❖ works in one school, accessing and maintaining his/her own *Professional Records*
- ❖ moves to a new school (supported by the same TPRO system) and continues to manage his/her own *Professional Records*
- ❖ works part-time in several schools concurrently (in schools supported by the TPRO system). (Each school would need to register the teacher for TPRO in order to create their *School-Related Staff Records*.)
- ❖ takes some time off from teaching (e.g. study leave) or moves to a non-TPRO school but wishes to maintain their own *Professional Records*
- ❖ applies for a job at another school (supported by the same TPRO system) and wishes to allow the interviewing principal temporary viewing access to some of their *Professional Records*
- ❖ provides written permission to their previous school to allow themselves or a new principal temporary viewing access to their former *School-Related Staff Records* (e.g. to assist with checking registration requirements)

Who can use TPRO?

Principals, DPs/APs, senior teachers, co-ordinating teachers, tutor/supervising teachers, classroom teachers, and non-teaching staff, such as school administration staff and teacher aides.

Who developed TPRO?

The concept of TPRO grew out of work on *Towards Full Registration: A Support Kit for Schools* (published by the Ministry of Education and the New Zealand Teachers Council in 2004), during which some principals and teachers raised concerns about the time and effort needed to manage and coordinate the various systems in their schools for professional development, registration, appraisal and responsibility records. As a result, The Biddulph Group (www.thebiddulphgroup.net.nz) developed an independent, efficient and secure online professional records system, which supports principals and teachers and addresses issues raised by them. The development process extended over two years and involved ongoing consultation and trialling with a number of principals and teachers. NZEI, PPTA, Teachers Council and the Ministry of Education were also consulted.

Who manages TPRO?

TPRO is managed centrally by Trend Technologies NZ Limited and is used under licence to The Biddulph Group.

Further Information

For further information, including the benefits, features and steps for getting started with TPRO, see www.tpro.info

Contact Information

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Trend Technologies NZ Limited

Trend Technologies (www.trendtechnologies.co.nz) is an information technology services company which specialises in Web application development, maintenance and support. It provides software as a service, that is, it offers clients access over the internet to applications (and related services) hosted in a centrally managed facility. This makes it easier and more cost effective for a client because they don't incur the expense of buying software licenses, don't have to install the software on their computers and don't have to undertake software upgrades or data backups.

The Biddulph Group

The Biddulph Group (www.thebiddulphgroup.net.nz) is a family partnership (est. 1990) that provides professional services in the fields of Education, Information Technology and Human Rights. The Biddulph Group's consultancy work informs and supports the work undertaken by Trend Technologies.