

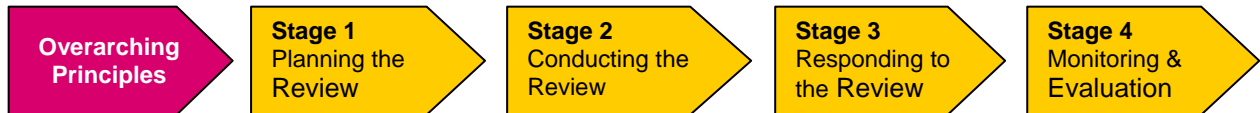
# **Skills and Processes for PRD – Setting up a PRD group**

**31/07/08**



## PEER REVIEW AND DEVELOPMENT

### Guidance for PRD Groups



### Overarching Principles Setting up the group to work collaboratively

**Members of the PRD group work collaboratively to develop sustainable strategies to improve the quality of teaching and learning**

In order to do this effectively, the representatives of each organisation within the group are likely to:

Establish:

- a clear focus on developing the capacity to improve the quality of provision
- a shared philosophy, values and terms of reference within the group
- ground rules and protocols for the conduct of the group
- systems, processes and communication channels that allow members of the group to maximise their contributions to and benefits gained from the PRD activity
- systems to ensure an effective and equitable distribution of resources to support the planned PRD processes
- criteria for evaluating the PRD process and activities
- strategies for standardising and quality assuring the PRD process within the group
- a timetable for reviewing all organisations in the PRD group

[Sample memoranda of agreement, terms of reference and PRD group protocols are available for you to download and adapt for your group](#)

Demonstrate:

- accountability for the resources and the success of the review process
- confidence/belief in their own and each other's capacity to improve
- equality of status within the group
- empathy with each other's organisational context
- respect for the unique nature of each organisation
- discretion
- trust
- reflective practice

Make a commitment to:

- supporting group processes and PRD activity at senior/executive management level
- collaborative leadership and management
- engaging in professional dialogue and active, experiential sharing
- upholding the rules of confidentiality and agreeing what should be shared
- establishing common operating standards
- recognising that each individual is a learner and each participant organisation is a learning organisation
- promoting an open culture for reflective practice and continuous improvement
- acting as critical friends to each other and not as judges of each other
- contributing to wider sector development in relation to PRD
- continuing professional development and self improvement in relation to PRD

Use effective skills and knowledge of:

- promoting equality and engaging with diversity
- professional dialogue
- communication/interpersonal skills
- collaborative leadership
- quality assurance and quality improvement

### **Useful Links:**

[Skills and Processes for Peer Review and Development](#)

Peer Review & Development: [guidance for PRD groups](#)

Roles and [responsibilities for PRD](#)

[Skills and attributes for PRD](#)