

Cambridge Professional Development Qualifications

Cambridge
Professional
Development

Transforming professional learning for teachers and educational leaders



CAMBRIDGE
International Examinations

Learn • Discover • Achieve



Cambridge teachers

Cambridge supports teachers to become:

- **confident** in teaching their subject and engaging each student in learning
- **responsible** for themselves, responsive to and respectful of others
- **reflective** as learners themselves, developing their practice
- **innovative** and equipped for new and future challenges
- **engaged** intellectually, professionally and socially, ready to make a difference.



Institute of Education

Accreditation by UCL Institute of Education (IOE)

Cambridge Professional Development Qualifications are accredited by the University College London (UCL) Institute of Education. The Certificates are accredited with 60 credits at Level 4 of the Quality Assurance Agency Framework for Higher Education Qualifications in England, Wales and Northern Ireland (FHEQ). The Diplomas are accredited with 60 credits at Level 5.

UCL Institute of Education was ranked number one for education worldwide in the 2014, 2015 and 2016 QS World University Rankings.

Cambridge Professional Development Qualifications

Cambridge Professional Development Qualifications (Cambridge PDQs) are designed to enrich teaching and leadership.

The most important factor in the quality of students' learning is the quality of teaching and school leadership. Teachers and leaders need to develop their professional thinking and practice continuously throughout their careers. We have designed Cambridge PDQs to lead the way in enriching professional learning in schools. These qualifications are based on research evidence about the kinds of professional development that have real impact and value.

Cambridge PDQs help practising teachers and education leaders to:

- **engage critically** with relevant educational thinking and international best practices
- **apply** new ideas and approaches in their own practice
- **reflect** on and share experiences and outcomes to plan further development
- **improve** the quality of their students' learning.

Cambridge PDQs help schools to:

- **access** quality accredited professional development programmes locally that are cost effective and meet individual and school needs
- **establish** and nurture school-based professional learning communities
- **promote** continuing and collaborative professional learning in school life and culture
- **ensure** that professional development is planned, experienced and evaluated as an integral part of school development.

Based on research and international **best practice**

Offered in Cambridge Professional Development Centres **around the world**

Quality, affordable, effective professional learning in your **local** context

Teachers or leaders achieving the Cambridge PDQ Certificate and Diploma are gaining a qualification that is recognised and valued for further professional and career development. Schools taking Cambridge PDQs demonstrate their commitment to quality professional development and to raising standards.

We believe that Cambridge PDQs can transform professional learning for you and your school.

About us

Cambridge International Examinations prepares school students for life, helping them develop an informed curiosity and a lasting passion for learning. We are part of Cambridge Assessment, a department of the University of Cambridge.

Our international qualifications are recognised by the world's best universities and employers, giving students a wide range of options in their education and career. As a not-for-profit organisation, we devote our resources to delivering high-quality educational programmes that can unlock learners' potential.



Cambridge PDQs – the essentials

The qualifications are designed to ensure that Cambridge PDQ programmes meet teachers' goals, schools' objectives and our standards.

Who are the qualifications for?

Cambridge PDQs are for practising teachers and education leaders. The qualifications are relevant to all general education teaching and learning contexts. They are key to the professional learning experience of Cambridge schools, teachers and leaders, as they engage with Cambridge Primary, Cambridge Secondary 1, Cambridge Secondary 2 or Cambridge Advanced.

Who designs and teaches the Cambridge PDQ programme?

Cambridge Professional Development Centres can be Cambridge schools or training providers. We quality assure and approve centres to design and run a Cambridge PDQ programme. We train and accredit a Programme Leader in the centre.

The Programme Leader designs their programme using the Cambridge PDQ framework. They run their programme to meet the needs, priorities and local context of their school(s), teachers and leaders, within our guidelines and quality assurance procedures.

What are the areas of focus?

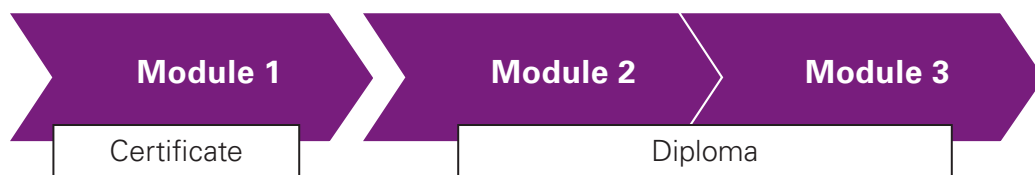
Cambridge PDQs cover four themes relevant to schools, leaders and teachers:

- Teaching & Learning
- Educational Leadership
- Teaching Bilingual Learners
- Teaching with Digital Technologies.

What is the qualification and assessment structure?

The Cambridge PDQ Diploma consists of three learning and assessment modules. Each module must be completed successfully before moving to the next. Teachers can take Module 1 on its own as the Certificate. It provides a strong foundation for progress to Modules 2 and 3 and the Diploma.

Each module is assessed through a portfolio of evidence of practice, learning and reflection using templates set by Cambridge. These portfolios of evidence are submitted to Cambridge when ready for examination, and we examine portfolios every month.



“ The structure of these qualifications stresses the importance of informed practice. The richness of self-reflection and the power of collaboration among peers offers a sound framework for school improvement. ”

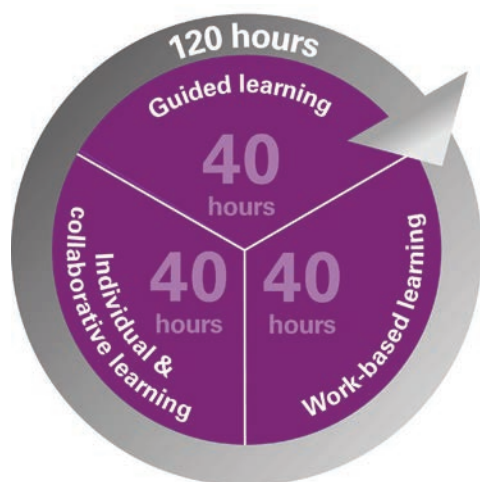
Silvana Tejón, Academic Director, English Speaking Scholastic Association of the River Plate (ESSARP), Argentina



What kinds of professional learning are involved in a Cambridge PDQ programme?

In Cambridge PDQ programmes, teachers and leaders can explore, develop and reflect on new ideas and approaches systematically, with expert guidance and support.

Each module requires 120 hours of learning. In each module, there is a balance between:



How is learning developed in a Cambridge PDQ programme?

We recommend that a module takes approximately four months so that it can fit around a school term or semester.

The guided active learning sessions are taught by the programme leader and team. There must be sufficient

time, space and opportunities between sessions for the teachers and leaders to:

- investigate topics and ideas further and widen their reading of relevant sources
- apply their learning in practice
- gain formative advice and feedback from their mentor
- collaborate with their colleagues e.g. through discussion, observation and enquiry
- reflect on their experience to share with colleagues in the next session and to develop ideas and approaches further.

Development of effective practice ('know how') is based on understanding of relevant theory ('know why'). As they progress, teachers and leaders become more reflective as practitioners, supported by their programme leaders, their mentors and their colleagues.

To help you, we:

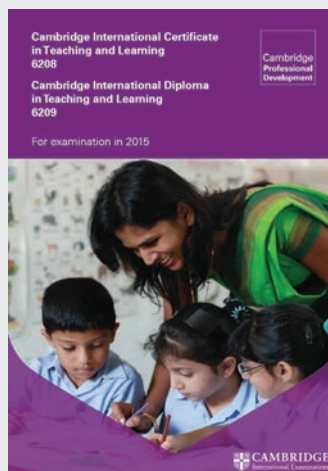
- specify clear learning outcomes, key questions and portfolio activities to frame and support learning
- provide guides on essential aspects of programmes e.g. programme design, mentoring and the role of school leadership
- offer learning resources on specific key topics e.g. Leadership Theories and Styles
- run regular online induction courses for programme leaders
- support a community of programme leaders around the world.

“ We have been able to design PDQ programmes to be fully integrated into the Beaconhouse vision and context, with the confidence of being part of the global professional learning community that Cambridge supports. ”

Fareeha Ahmed, Deputy Director, Curriculum Development and Training Beaconhouse School System, Pakistan

Our qualifications

Cambridge PDQ Certificates and Diplomas cover four themes. Each theme focuses on the professional development needs that matter most for our schools, leaders and teachers.



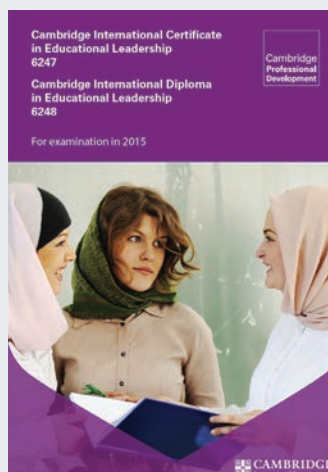
Cambridge International Certificate and Diploma in Teaching & Learning

These programmes enable teachers to:

- improve their teaching to enhance the quality of their students' learning
- develop critical engagement with key education theories and concepts
- focus on effective and reflective practice to promote active learning.

Taking this certificate and diploma will help teachers to:

- explore and apply new ideas in their own context
- integrate new approaches in their own practice
- demonstrate their professional development as a reflective practitioner.



Cambridge International Certificate and Diploma in Educational Leadership

These programmes enable leaders to:

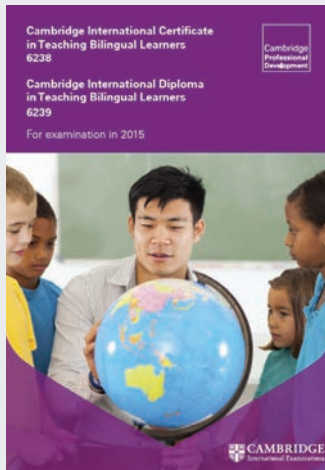
- improve their leadership of the quality of learning and teaching and the development of their schools
- develop critical engagement with key leadership theories, concepts and challenges
- focus on effective and reflective leadership practice.

Taking this certificate and diploma will help leaders to:

- increase knowledge and understanding of successful leadership
- develop leadership skills
- enhance performance as an educational leader.

“ The core ideas of the Cambridge PDQs of reflection, peer observation and collaborative learning have really created a positive culture among our teachers and school leaders, and I can see how this is helping us to develop our thinking and practice as Cambridge learners and Cambridge teachers. ”

Kwadwo Yeboah Konadu, Head of Middle School and Programme Leader,
International Community School, Ghana



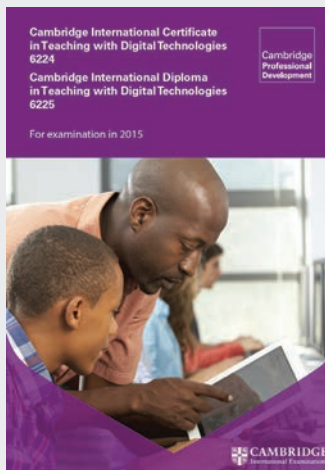
Cambridge International Certificate and Diploma in Teaching Bilingual Learners

These programmes enable teachers to:

- critically engage with key theories, concepts, principles and challenges in bilingual education
- develop effective and reflective practice in leading learning in curricular subjects through an additional language
- focus on helping bilingual learners to achieve both content and language learning objectives.

Taking this certificate and diploma will help teachers to:

- explore and apply new ideas and approaches in their own context
- contribute actively to the school's development of bilingual education policy and practice, including the role and use of first language
- demonstrate professional development as a teacher able to integrate content and language in teaching and learning.



Cambridge International Certificate and Diploma in Teaching with Digital Technologies

These programmes enable teachers to:

- critically engage with key theories, concepts, principles and issues in using digital technologies to support teaching and learning
- develop effective and reflective practice in leading learning using digital technologies
- focus on understanding the potential and use of digital technologies for best impact in teaching and learning.

Taking this certificate and diploma will help teachers to:

- experiment and innovate in their own context with the opportunities offered by digital technologies
- enhance their design and practice in teaching with digital technologies
- demonstrate their professional development as a teacher able to use digital technologies critically and purposefully in teaching and learning.

“ Cambridge International Examinations has played a pivotal role in the development of all aspects of our bilingual school programme, from the high-quality Cambridge materials we use to teach and assess student learning, to the Cambridge PDQs we engage in to support and recognise our teachers' professional learning. ”

Kerry G Neuman, Programme Director, Permata Bangsa School, Indonesia

Cambridge and UCL Institute of Education (IOE) working together

Cambridge PDQs are accredited by the IOE, enhancing their value and providing opportunities for progression.*

The IOE is a global centre of excellence in education. In the 2014, 2015 and 2016 QS World University Rankings, the IOE was ranked number one for education worldwide, with an outstanding international reputation for education research and teacher and leadership development programmes.

UCL is the ideal institution to help us achieve excellence with Cambridge PDQs and to offer best value for teachers, leaders and schools seeking a pathway of accredited professional development.

What does IOE accreditation involve?

The IOE assures the quality of Cambridge PDQ programme and assessment procedures so that they meet the requirements of the Quality Assurance Agency (QAA). The QAA is an independent body entrusted with monitoring, and advising on, standards and quality in UK higher education.

To achieve the Cambridge PDQ Certificate or Diploma you must demonstrate sufficient understanding, development of thinking and practice, and skills in analysis, discussion, communication and presentation to be able to progress to the next level in professional learning.

What is the benchmark for Cambridge PDQs?

Cambridge PDQs are benchmarked to the Framework for Higher Education Qualifications (FHEQ) for England, Wales and Northern Ireland. The FHEQ provides reference points for setting and assessing academic standards in higher education.

- **Cambridge PDQ Certificates** carry 60 academic credits at Level 4 of the FHEQ.
- **Cambridge PDQ Diplomas** carry 60 academic credits at Level 5 of the FHEQ.

The FHEQ is aligned with the European Qualifications Framework (EQF) and the Framework for Qualifications of the European Higher Education Area (FQ-EHEA) also known as the Bologna Framework. For more information go to: www.qaa.ac.uk/en/publications/documents/qualifications-can-cross-boundaries.pdf

For further information about IOE programmes please visit ucl.ac.uk/ioe

**Cambridge PDQ Certificate and Cambridge PDQ Diploma are accredited by the IOE when submitted in English.*



“ It is the flexibility at the heart of the Cambridge PDQs that most attracted us. We are able to create programmes tailored to our own specific needs in order to develop the very best teachers and the very best leaders. ”

Jonathan Ellams, Director of Standards
Parkside Federation Academies, Cambridge, UK

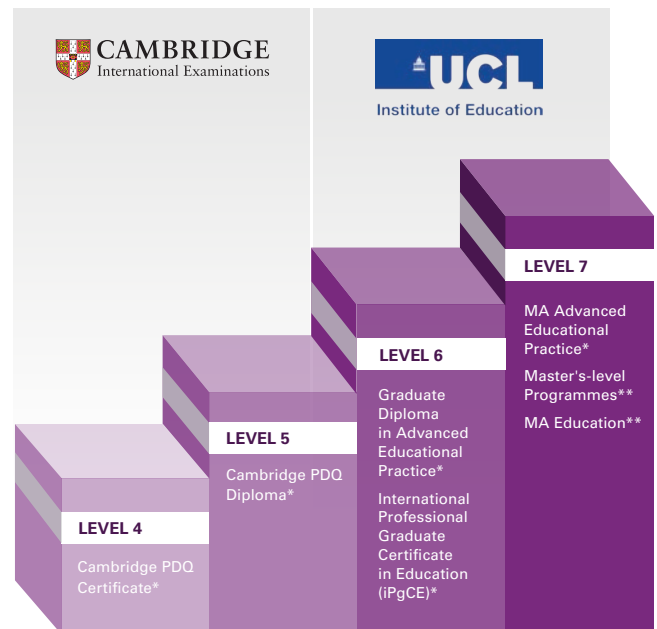
Where do Cambridge PDQs lead?

Through their accreditation by the IOE, Cambridge PDQs have clear value within established higher education frameworks. This means authorities and institutions around the world can recognise how Cambridge PDQ qualifications relate to local requirements.

It also means that teachers and leaders achieving a Cambridge PDQ Diploma can progress to relevant Level 6 and 7 programmes, including UCL's degree programmes such as the International Professional Graduate Certificate in Education (iPgCE) or the MA Advanced Educational Practice.**

The UCL Institute of Education offers an outstanding range of higher level programmes for international education professionals at all stages of their careers. Through online distance learning, students can study from anywhere in the world that has internet access. It provides a truly unique study experience and gives students the flexibility to learn on campus, online, in country or through a mix of approaches.

Together, Cambridge and the IOE offer Cambridge schools a clear, step-by-step pathway of accredited professional development, leading from the Cambridge PDQ Certificate to UCL Institute of Education Master's.



Cambridge PDQ Certificate and Cambridge PDQ Diploma are accredited by the IOE when submitted in English.

*Subject to minimum numbers of students.

**Standard UCL Institute of Education application procedure applies.

Teachers and leaders who successfully complete the Cambridge PDQ Diploma will have fulfilled the entry requirements for the:

- Graduate Diploma in Advanced Educational Practice
- International Professional Graduate Certificate in Education (iPgCE).

These are Level 6 programmes, and are available by distance learning. Full-time, part-time and online options are available to allow for flexible study and research.**

IOE programmes available by distance learning at Level 7 include the MA Advanced Educational Practice and the prestigious MA Education.**



“ Thanks to our partnership with Cambridge our teaching professionals now have access to internationally accredited qualifications through the PDQ suite. We have chosen to make these qualifications a key part of our career progression route for educators. ”

Shirley Wahler, Director of Education and Employment
St Helena Government

Cambridge Professional Development Centres

Through our network of Cambridge Professional Development Centres, we provide schools, leaders and teachers with local access to quality and affordable Cambridge PDQ programmes.

Our Cambridge regional offices are responsible for planning and monitoring the centre network. Your Cambridge schools development manager is your first point of contact if you are interested in becoming a Cambridge Professional Development Centre.

To find out more about how your school or organisation could offer Cambridge PDQ programmes, go to www.cie.org.uk/pdq and choose 'Centres'. You will find full information about our approval process in the guide *Becoming a Cambridge Professional Development Centre*.



Becoming a Cambridge Professional Development Centre

The approval process takes approximately three months and involves the following quality assurance steps:

Step 1

Contact Cambridge and then discuss your interest

Contact our Centre Support team by email at centresupport@cie.org.uk and answer our initial questions. They will put you in touch with your representative who will discuss with you the particular Cambridge PDQs you are interested in, and the kind of programme you would like to run. The representative will provide you with our application form.

Step 2

Ensure programme is supported by the leadership team

Your application must be supported by your school leadership or head of organisation. A suitable person must be nominated to Cambridge as the prospective Programme Leader, who will design and manage the programme.

Step 3

Complete the application

The nominated Programme Leader must submit the completed application form, with the authorisation of the head of school or organisation. We will evaluate the application

“ For us, the Cambridge PDQs provide a platform which not only enhances educators' profiles but also develops their vision, values and practice regarding active learning and 21st Century teaching. ”

Chaudhry Faisal Mushtaq, Chief Executive Officer
Roots Millennium Schools, Pakistan



Types of organisation offering Cambridge PDQs

Organisations offering Cambridge PDQs are called Cambridge Professional Development Centres. There are two main types of centre:

Cambridge school

Cambridge schools running an internal, school-based programme for their own teachers or a programme open to Cambridge teachers in their local area.

Cambridge Professional Development provider

Training providers running an external programme for teachers in their local area.



Step 4

Programme Leader training

Once we accept your application, the nominated Programme Leader is enrolled on the next available Programme Leader Induction course.

Step 5

Design and submit programme plan

The nominated Programme Leader submits their detailed programme plan with their rationale to Cambridge within six weeks of completing the induction course. We evaluate the plan against our guidelines.

Step 6

Approval and accreditation

Once Cambridge has approved the programme plan and rationale, we accredit the Programme Leader and approve your school or organisation so the Cambridge PDQ programme can start.

Ongoing...

Quality assurance

The approval process is the initial stage in our quality assurance of the Centre and the programme. We monitor the quality of programmes to ensure consistency within our guidelines to the same learning outcomes, standards and criteria.

“ The programme provides the opportunity for identifying the specific learning needs of the academic staff and for tailoring the learning sessions accordingly. ”

Loh Ghee Juan, Head of Training
Tenby International Schools, Malaysia



Running a Cambridge Professional Development Qualification programme

Cambridge supports a comprehensive network of organisations running Cambridge PDQ programmes that together make the qualifications accessible to Cambridge schools, teachers and leaders.

Becoming a Programme Leader

Every PDQ Centre appoints a Programme Leader who is responsible for designing and managing the programme(s). The Programme Leader:

- organises the learning environment and resources for the programme
- leads the training team for the programme, including monitoring the quality of training (e.g. through supportive observation)
- shares the training work with colleagues in the team
- monitors progress and gives feedback to the group to support them throughout the programme
- monitors and supports the learning of particular teachers for whom the Programme Leader is acting as trainer
- liaises with the school's senior leadership team to ensure that they support the programme appropriately
- acts as contact point with Cambridge for matters relating to the programme
- makes sure that Cambridge requirements are being met locally
- evaluates the programme to plan further development.

Forming a programme team

The Programme Leader usually works with a programme team which includes trainer(s) for the programme. Trainers:

- design and manage learning activities for particular aspects of the programme, following its design and the lead from the Programme Leader
- prepare the learning environment and resources for the activities for which they are responsible
- cooperate with colleagues in the training team
- monitor progress and support the learning of particular teachers
- liaise with the Programme Leader to advise on the ongoing evaluation of the programme.



“ Cambridge guides and supports us in implementing the programmes, and we encourage the teachers, leaders and their schools to think creatively and be innovative in their practice. The outcomes of collaborative learning have impacted positively on schools through improved learning outcomes. ”

Vardhana Lakshmi, Programme Leader
CfBT Education Services, India

Training and support from Cambridge

Each nominated Programme Leader must complete the online Programme Leader Induction course. The course takes seven weeks, with an expectation of five hours per week study. We support and guide Programme Leaders through the key features of the Cambridge PDQs to ensure that they are fully prepared to design and deliver their programme. For example, they become familiar with the key programme guides and the core and specific learning resources.

The induction course is interactive and tutored by Cambridge. Participants aiming to design a Diploma programme will also need to complete the Programme Leader Extension course. This is a short self-study course, over two weeks, focusing on aspects particularly involved in designing for Modules 2 and 3.

Programme Leaders have access to the Cambridge Professional Development Learning Community as soon as they enrol onto the induction course. In the community, they can keep up to date with Cambridge PDQ developments, share experience, ideas and resources with colleagues, and discuss and take part in Cambridge-led events, e.g. webinars.

Cambridge provides Centre feedback to Programme Leaders from examiners after each month's grading. This feedback helps Programme Leaders to strengthen their programme.



Important information

Programme Leaders need to meet Cambridge criteria. They must have:

- ✓ a nationally recognised teaching qualification (e.g. PGCE or DipEd) or hold a Delta (Diploma in Teaching English to Speakers of Other Languages) qualification
- ✓ a minimum of five years' teaching experience
- ✓ a minimum of two years in a position of responsibility for teacher development
- ✓ evidence of competence in their chosen specialism.



“ Implementing the Cambridge PDQs has changed the dynamics of our school. Teachers are seeing the benefit and are more actively engaged in professional development activities than ever before. ”

Yafang Liu, Teachers' Programme Professional Leader
Ulink College of Shanghai, China



To find out more about how your school or organisation could offer Cambridge PDQ programmes, go to www.cie.org.uk/pdq and choose 'Centres'. You will find full information about our approval process in the guide *Becoming a Cambridge Professional Development Centre*.



“ The PDQ journey has been like a breath of fresh air which has recharged the creative teacher within me that seems to have been lost over the years. This course has given me and my learners a new world of joy, a whole range of possibilities. It has not only helped me grow professionally but also benefited me personally. ”

Anita Jain, Cambridge IGCSE teacher
Utpal Shanghvi School, Mumbai, India

“ Cambridge PDQs are a great fit for our campus and our school district. The self-reflection required is invaluable for all teachers. ”

Merlin Schenk, Assistant Principal
Sarasota High School, USA

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