Glossary

AIM	An overall purpose.
BRAINSTORM	Generating ideas, in a group, in an effort to get as wide a variety of opinions as possible.
CLUSTER	A group of schools/programmes with similarities.
EMPATHY	Ability to put oneself in somebody's position and so understand his/her feelings.
INNOVATION	Introduction of new ideas/reform.
INSTRUMENT	The tool or means used to collect and analyse information.
LEARNING OUTCOMES	Statements which clearly indicate what is meant to be achieved as a result of learning.
MODULE	Learning materials in the form of a booklet that provides information and opportunities through activities to practise skills, normally through activities.
MONITORING	Keeping track of performance.
NEEDS	The gap between expectation and the current situation.
SCHOOL DEVELOPMENT PLANNING (SDP)	A consultative process between the headteacher, teachers, school committee and other interested groups that results in a three year management plan for the school.
STAKEHOLDER	Someone who has a strong interest in contributing to the success of an institution.
STANDARDS CONTROL	Monitoring and maintaining high achievement levels.
UNIT	A part of the module.
VERSATILITY	Being able to adapt or adjust to situations.
VISION	A long-term aim.

Abbreviations

HIV	Human Immune Virus
AIDS	Acquired Immune Deficiency Syndrome
OFSTED	Office for Standards in Education
INSET	Inservice Training
WGTP	Working Group on the Teaching Profession