



## Guidance for Best Practice: Continuing Professional Development (CPD)

### The AEP Position on CPD

- The AEP believes that CPD is an important aspect of educational psychology (EP) work, as it ensures that EPs continue to grow and develop new skills as they progress through their career.
- The AEP position is that educational psychologists should have access to at least 12 days per year where they can engage in continuing professional development activities.
- Employers should have an agreed and published policy to ensure equality of access for all EPs, no matter their contractual position (e.g. full time, part time, etc)
- EP services should provide regular opportunities for whole-service CPD in the form of team days or shorter CPD sessions (e.g. as part of a regular team meeting).
- Where possible, EPs should have access to academic journals and databases so that they can keep up to date with the latest developments in educational psychology and/or their particular specialism. Whilst this may be prohibitively expensive for those EPs working in private practice, EP services might wish to consider paying to access a journal database for their EPs (though AEP members have access to a variety of journals as part of their membership – see below).
- Whilst EP services will have certain priorities that they want EPs to pursue within their CPD time, EPs should also have the opportunity to engage in CPD that is based around their own individual professional interests, so long as they relate to improved service delivery as per the HCPC guidance (see below). EP professional freedom and autonomy should be respected in this regard.
- EPs should have the opportunity to engage in collective CPD with their peers if they feel this would be beneficial to their practice (e.g. peer supervision, the development of interest groups).

### How the AEP can support members with CPD

- All members have access to our journal, Educational Psychology in Practice, along with access to a wide range of journals via the EBSCO database.
- All members are invited to attend our free Annual Conference along with other conferences held throughout the year (e.g. the TEP conference, the local rep conference).
- All members have access to the guidance documents and reports on our website, alongside social media posts and weekly emails that signpost to a variety of CPD.
- All members have access to exemplar [CPD profiles](#) to support with HCPC CPD requests as part of their auditing process (see below).



- All members are invited to meet as part of a local branch, where CPD can be offered. For example, our branches in the North East of England and Northern Ireland hold 'Psychology and a drink' evenings where CPD is offered as part of a social event. If anyone is interested in setting up an AEP branch in their local area, please contact us at [enquiries@aep.org.uk](mailto:enquiries@aep.org.uk) and we will offer support to facilitate this.

## HCPC Guidance on CPD

- According to HCPC guidance continuing professional development can include:
  - Work based learning (e.g. engaging in reflective practice about a piece of work, attending a service day).
  - Professional activity (e.g. giving a presentation at a conference).
  - Formal education (e.g. attending a formal course, carrying out research).
  - Self-directed learning (e.g. reading academic articles or books).
  - *N.B. For an in-depth list of the types of CPD activities and which of these categories the activities fit into, please see: [What activities count as CPD? | \(hcpc-uk.org\)](https://www.hcpc-uk.org/what-activities-count-as-cpd/)*
- The HCPC want to see professionals carry out at CPD activities from at least two of these categories.
- The HCPC advises that your CPD is relevant to your current or future practice. For example, if you are working in a management capacity, some of your CPD might be based around managerial skills. If you are working in private practice, some of your CPD might be linked to this. CPD may also be linked to future career aspirations. You should also be able to demonstrate, where possible, that CPD has led to an improvement in your service delivery and a benefit to your service user (e.g. children and families, schools).
- The HCPC requires that professionals keep a record of their CPD activities. Though they do not strictly define the format for recording CPD, they give examples that you can use to guide you which can be found here: [CPD evidence | \(hcpc-uk.org\)](https://www.hcpc-uk.org/cpd-evidence/).
- Each year, as part of their audit, the HCPC choose a random sample from all registrants. If you are chosen, you are expected to present a written CPD profile containing information and evidence about how you have met their CPD standards for the two years leading up to the audit. For a list of the 5 CPD standards that the HCPC expect registrants to meet, please see: [Our standards for CPD | \(hcpc-uk.org\)](https://www.hcpc-uk.org/our-standards-for-cpd/)