

Communities of Practice

Terms of Reference

Purpose and Objectives.

Communities of practice (CoPs) will create networks of school and public health nursing professionals that share common goals or interests. SAPHNA's COP's will:

- Create a supportive learning environment.
- Support the sharing, development and sharing of best practice.
- Offer a forum to generate innovative ideas, knowledge, and practices.

Membership

- All practitioners that are individual or corporate members of SAPHNA can join our COP's, they are free benefit of membership.
- Practitioners who are not members of SAPHNA can attend, there is a charge to join each COP.
- Free places are offered to students undertaking the SCPHN course, for the duration of the course.

Frequency and Duration of Meetings

- Each COP will hold a meeting once per academic term (3 COPs per academic year).
- Each COP will be 1 hours in duration.

Meeting Administration

- Facilitation of COPs:
 - SAPHNA organised COP is facilitated by one of SAPHNA's professional leads and/or a member of SAPHNA's Expert Advisory Group or student ambassador.
 - Co-hosted COP's (e.g., Practice Educators will be co-facilitated by a member of the SAPHNA team and a member of the organisation who is co-hosting.

- COP's will not be recorded or transcribed.
- A member of SAPHNA will take notes of the meeting for the purposes of producing a learning resource which will be stored on the members area of the SAPHNA website and emailed to practitioners who attended the meeting.
- For non-members who pay to participate in the COP, there is no right to refund should you not attend or fail to cancel you place within 2 full working days of the COP.

Members Agreement

- A COP is a forum for health professionals and as such there is a minimum standard of behaviour expected. By registering for the event you are indicating that you will adhere to the agreement.
- Practitioners must maintain confidentiality of children, young people, families, and colleagues. Care must be taken to ensure that if examples from practice are used in the COP that these individuals cannot be identified.
- Practitioners must interact in a way that embraces the values of SAPHNA.
- Practitioners are required to meaningfully engage in the COP, keeping their camera on unless there are extenuating circumstances.
- 'Bitesize Learning' resource that are produced following each COP remain the intellectual property of SAPHNA and must not be widely shared.
- If a concern is raised about professional conduct or practice, then SAPHNA will investigate in line with the relevant policy for managing.