

A Chairde

At this time of year the anxieties and pressure of dealing with illness, staff shortages together with Christmas preparations, can result in a minor incident easily escalating to a major conflict. All staff get tired and anxious. This may be a good time to remind staff of the Employee Assistance Scheme. Spectrum Life provide a variety of services to support staff wellbeing. See further details in E-scéal.

Is sinne le meas  
IPPN Leadership Support team

### **BoM**

School budgets at this time of year are stretched. Discuss with the Treasurer the invoices to be paid prior to Christmas and those that could await the arrival of the Capitation Grant. The Minister has announced an additional once off payment to schools to support increased school running costs and the school transport scheme. The FSSU may provide some advice or support on financial matters and difficulties.

### **Planning**

Arrange the collection of the Cúntas Míosúil for November. Are they all up to date?

Discuss arrangements for Christmas activities.

Have you considered issues that may arise around videos/photographs of these activities at the events? Refer to your GDPR policy in relation to this.

Discuss content and issue of Christmas newsletter.

## **Time to Think**

an essential priority for every school leader

“Keep your thoughts positive, because your thoughts become your words.

Keep your words positive, because your words become your behaviour.

Keep your behaviour positive, because your behaviour becomes your habits.

Keep your habits positive, because your habits become your values.

Keep your values positive, because your values become your destiny”

Mahtama Gandhi