

A chairde,

At this time of year, the anxieties and pressure of dealing with illness and staff shortages, together with preparations ahead of the Christmas holiday period, 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 discuss with staff their own and others' wellbeing. Spectrum Life through the Employee Assistance Scheme provides a variety of services to support staff wellbeing.

Is sinne le meas,

IPPN Leadership Support team

Policy Review

- Make arrangements to review the school's Leave Policy.
- Bring [Circular 58/2023](#) – Force Majeure Leave and Illness in Family Leave to the attention of BoM and staff. See further guidance in E-scéal re. policy review.
- Bring [Circular 57/2023](#) – Supplementary Redeployment Panel for 2024/25 to the attention of staff. It is the responsibility of individual staff members to complete same, if applicable.

BoM

Continue with review and sanction of policies as per schedule. To whom do these need to be communicated and how?

Planning

- Complete arrangements for P/T meetings where necessary.
- What arrangements are in place for Senior and Middle Management team meetings? Are records kept? How and by whom are decisions communicated within the school community?

Time to Think – an essential priority for every school leader

As a leader, I realised the profound impact managing my own time and stress had on my team. My leadership team needed me to say that I wasn't taking on any new tasks after a long period of intense work, to make it okay for them to put themselves first for a while.

Nablolz Lincoln