

## Planning Prompts – 14<sup>th</sup> March

A chairde,

At this time of year, with the many activities planned, lack of communication or a breakdown in communication often leads to conflict. When complaints arise, it is important that school policies in respect of conflict management are clearly understood by all in the school community. It is equally important that discussion takes place with regard to each person's responsibility and the part they play in resolving conflict. Conflict is inevitable and being prepared facilitates better outcomes for all.

This may be a good time to review these policies, as outlined in the Planning Prompts, and communicate to members of the school community as appropriate.

The Leadership Support Team is here to guide and support you when dealing with conflicts and difficult conversations. Call 021 4872 40 70 or email [advice@ippn.ie](mailto:advice@ippn.ie) and a member of the Leadership Support Team will contact you.

Is sinne le meas,

IPPN Leadership Support Team

### **PLANNING**

- Continue to review your class allocation and discuss possible implications for allocation of staff to classes for new school year
- Maintain continuous review of Health & Safety Statement in light of any newly identified risks or changes to levels of risk.
- Plan review of conflict management policies such as Staff Grievance and Parental Complaints Policies. The Dignity and Respect in the Workplace Resource Bundle may be helpful when reviewing these policies.

### **ISM Team**

- Meet ISM team to plan for final term.
- Possible discussion of roles and targets in preparation for ISM reports to BoM.

### **ADMINISTRATION**

- Input sanctioned leave on OLCS
- Discuss possible school closures for next school year prior to presenting to BoM for sanction
- Update Information for school booklet and/or homework journal

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### TEACHING AND LEARNING

- Standardised Assessment Tests – ensure appropriate testing materials have been ordered where necessary.

**Time to Think** – an essential priority for every school leader

*Peace is not the absence of conflict, but the ability to cope with it.*  
– **Mahatma Gandhi**

*In a conflict, being willing to change allows you to move from a point of view to a viewing point – a higher, more expansive place, from which you can see both sides.*  
– **Thomas Crum**