

## Planning Prompts 20<sup>th</sup> March 2025

A chairde,

School leaders are called upon to make decisions every day. Sometimes the fear of making a decision that is not perfect can add much stress to our daily lives. It is sufficient to make “good enough” decisions to reduce the pressure of perfectionism, regain focus and improve mental wellbeing.

Ask yourself right now what is important, what is urgent and what can wait for another time. Most things can wait.

Is sinne le meas,

IPPN Leadership Support Team

### Activities

- Sporting, musical and cultural activities – Discuss and put in place plans for possible engagement in activities that are normally part of term 3, such as Sports Day, sixth class graduation, sports events etc. Who will coordinate these activities? Who needs to be involved in the planning? To whom do plans need to be communicated?

### Teaching and Learning

- Arrange staff meetings to discuss planning priorities for Term 3. The agenda may include for example Pupil Learning Profile reviews, End of Year Reports, information to be included in respect of pupils transferring to Second Level etc.
- Review textbooks currently in use for coming school year and address book lists.
- Begin discussion/review of arrangements for book scheme. Discuss how scheme operates in the school and any possible modifications needed.

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

*Stay committed to your decisions while remaining flexible and focused on your goals.*

**Tony Robbins**

*Great decision making comes from the ability to create time and space to think rationally and intelligently about the issue at hand.*

**Graham Allcot**