



JMB Joint Managerial Body
AMCSS Association of Management of Catholic Secondary Schools
Secretariat of Secondary Schools
Emmet House, Milltown, Dublin 14, D14V3K8
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Newly Appointed Deputy Principals' Professional Learning Programme 2026

Dear Principal and Chairperson,

We are delighted to invite newly appointed Deputy Principals to **Phase 1** of the *Newly Appointed Deputy Principals' Professional Learning Programme* designed to support those stepping into school leadership. It offers practical insights, shared experiences, and the opportunity to build a strong professional network with peers across the country. Strong leadership thrives in a culture of support and shared learning. This programme will provide the foundation to help Deputy Principals to grow confidently in their role.

Venue: Clayton Hotel, Leopardstown Sandyford Business District, Central Park, Dublin 18. D18 K2P1

Dates:	● Tuesday, 16 June:	9.00am – 5.00pm
	● Wednesday, 17 June:	9.00am – 5.00pm
	● Thursday, 18 June:	9.00am – 5.00pm

[Click here to register](#)

This programme includes two residential sessions, 16,17,18 June and 10,11 November. It is designed for newly appointed Deputy Principals with leadership skills, confidence, and strategic insight needed to thrive in today's dynamic educational landscape.

Participants will delve into the complex and rewarding responsibilities of school leadership - from instructional and curriculum leadership to fostering student wellbeing and community engagement. Throughout, there will be invaluable opportunities for professional networking and support from JMB staff and fellow Deputy Principals.

Programme Highlights Phase 1

The three-day intensive programme includes practical, interactive and high-impact sessions on:

- Welcome and Introduction to JMB
- Anti-Bullying Policy & Sexual Harassment Policy for School Staff
- Child Protection Procedures
- Current Education Issues
- Deputy Principal as Senior Leader
- Dynamics of Effective Meetings
- GDPR & Data Protection Regulations
- Managing Leave
- Middle Leadership: Building Capacity Across the School
- OLCS -The Online Claims System
- Standardised School Year, Circular M58/04 & Croke Park Hours
- Strategic Planning, SSE, MLL and Inspections
- Supervision and Substitution
- Working with Parents/Guardians

Cost: €450 (training only – accommodation not included)

Dinner Invitation: Join us for a welcome dinner on **Tuesday, 16 June at 6.00pm**, hosted by JMB offering a chance to relax, connect, and celebrate your leadership journey.

Accommodation: Preferential rates have been secured at the Clayton Hotel, Leopardstown. Early booking is recommended as availability is limited. Please contact the reservations team directly at 01/2935000 and quote **JMB** when booking. If a Deputy Principal has not yet been appointed, we suggest booking under the school's name and updating later.

We look forward to welcoming your newly appointed Deputy Principal to this exciting and enriching professional journey.



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Professional Learning Programme

for Newly Appointed Deputy Principals –

Phase 1 June 2026

Tuesday, 16 June 2026

09.00-09.30	Registration	
09.30-10.30	Welcome and Introduction to JMB * <i>Joint Session P&DP</i>	Deirdre Matthews & Patricia Higgins
10.30-11.30	Employment of Teachers and SNAs - overview of recruitment, contracts and CIDs * <i>Joint Session P&DP</i>	Christine West
11.30-12.00	Tea & Coffee	
12.00-13.00	Managing Leave	Paul Cahill
13.00-14.00	Lunch	
14.00-15.30	OLCS - Online Claims System * <i>Joint Session (P&DP)</i>	Department of Education
15.30-16.00	Tea & Coffee	
16.00-17.00	Supervision and Substitution - S&S	Bríd de Brún
17.00-18.00	Pre-dinner - Building Relationships & Networking	
18.00	Dinner with JMB Staff	

Wednesday, 17 June 2026

09.00-10.30	Deputy Principal as Senior Leader	Caroline O'Reilly
10.30-11.30	Middle Leadership: Building Capacity Across the School	Bríd de Brún
11.30-12.00	Tea & Coffee	
12.00-13.00	Introduction to FSSU - Financial Services Support Unit * <i>Joint Session (P&DP)</i>	Louise McNamara & Yvonne White
13.00-14.00	Lunch	
14.00-15.20	GDPR – General Data Protection Regulation * <i>Joint Session (P&DP)</i>	Cyril Drury
15.20-15.40	Tea & Coffee	
15.40-17.00	Current Education Issues * <i>Joint Session (P&DP)</i>	Colm Keher & Catherine Moynihan

Thursday, 18 June 2026

09.00-10.30	Anti-Bullying Policy & Sexual Harassment Policy for School Staff <i>Joint Session (P&DP)</i>	Paul Cahill
10.30-11.30	The Dynamics of Effective Meetings	Raymond Mc Hugh
11.30-12.00	Tea & Coffee	
12.00-13.00	Standardised School Year, M58/04 & Croke Park Hours	Caroline O'Reilly
13.00-14.00	Lunch	
14.00-15.30	Child Protection Procedures * <i>Joint Session (P&DP)</i>	Jack Cleary
15.30-16.00	Tea & Coffee	
16.00-17.00	Strategic Planning/SSE/Inspections	Raymond McHugh