



**JMB** Joint Managerial Body  
**AMCSS** Association of Management of Catholic Secondary Schools  
**Secretariat of Secondary Schools**  
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# Newly Appointed Principals Training Programme – Phase 1 Late Appointees

## Wednesday 4th September 2019

9.00 – 9.30	Registration	
9.30 – 10.30	Introduction to Principalship Principals & Boards of Management	John Curtis
10.30 – 11.30	Education Issues (Ps and DPs together)	Michael Redmond
11.30 – 11.45	Coffee	
11.45 – 1.00	Administrative Year and the New Principal	Gerry McCaul
1.00 – 2.00	Lunch	
2.00 – 3.00	Introduction to the HR Unit & Legal Services	Bernadette Kinsella & Christine West
3.00 – 3.15	School Building Projects Advisory Service	Noel Merrick
3.15 – 3.30	Coffee	
3.30 – 5.00	Code of Behaviour -Suspension & Expulsion (Ps and DPs together)	Gerry McCaul
6.00	BBQ Dinner in Le Panto, Radisson Blu Hotel, Stillorgan	

## Thursday 5th September 2019

9.00 – 10.00	The dynamics of the Principal-Deputy Principal Leadership team (Ps and DPs together)	Michael Redmond
10.00 – 11.00	FSSU – Financial Management (Ps and DPs together)	Louise McNamara
11.00 – 11.15	Coffee	
11.15 – 1.15	Child Protection Procedures (Ps and DPs together)	Jack Cleary
1.15 – 2.15	Lunch	
2.15 – 3.30	Middle Leadership & Management (Ps and DPs together)	Bríd de Brún
3.30 – 3.45	Coffee	
3.45 – 5.00	The Supervision and Substitution Scheme (Ps and DPs together)	Siobhan Corry

## Friday 6th September 2019

9.00 – 9.30	School Procurement (Ps and DPs together)	Ronan Farrell
9.30 – 11.30	Complaints, Disciplinary and Grievance Procedures	Gerry McCaul, Siobhan Corry & Bríd de Brún
11.30 – 11.45	Coffee	
11.45 – 1.15	Day to Day Management • Standardised School Year • Parent Teacher Meetings • Staff Meetings • Croke Park Hours	Bríd de Brún
1.15 – 2.30	Lunch	