

STAFF MEETINGS

Staff meetings have the following general purposes:

1. To discuss and formulate new policy and organisation
2. To make all teachers aware of school policy and organisation.
3. To provide guidance and assistance for staff.
4. To develop units of works
5. To provide opportunities for professional growth and development
6. To discuss common problems
7. To report back from Professional Development course / Conferences etc

Staff meetings will include the following (maximum of one hour unless negotiated a week in advance)

1. Senior Staff Meetings (Weekly)
2. Team or Syndicate meetings (Weekly)
3. Full staff meetings – meetings will be held on alternate weeks
4. Curriculum Sub-Committees will be set annually by Chairperson for the group

Meeting times will be the subject of negotiation at the beginning of each year and during the year if the need arises and every effort will be made to accommodate individual teachers particular circumstances but if necessary a majority decision will be binding on all.

NB: Daybook diary notices will be available for general day to day activities, visitors and reminders.

***Curriculum Sub-Committees**

Will be established from time to time for particular purposes as the need arises.