

MODERN SCHOOL MANAGEMENT AND LEADERSHIP



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Introduction

Modern schools operate like complex organizations. They manage people, budgets, facilities, curricula, and community expectations at the same time. The Modern School Management and Leadership Course gives school principals, vice-principals, and academic supervisors a structured way to lead that complexity. Participants learn how to build a shared school vision, manage teaching quality, handle staff and parent relationships, and use data to guide improvement. Furthermore, the course addresses the practical demands of school leadership, from budgeting and timetabling to inspection readiness. As a result, delegates leave with a clear management framework they can apply from the first week back in their schools.

Modern School Management and Leadership Course Objectives

- Build a shared school vision and translate it into measurable annual improvement targets.
- Apply school self-evaluation frameworks such as Ofsted-style criteria and EFQM to assess performance.
- Manage teaching quality through classroom observation, lesson study, and professional development cycles.
- Lead staff teams using distributed leadership and situational leadership approaches.
- Handle student behaviour and wellbeing using positive behaviour support (PBS) and restorative practice.
- Prepare and manage school budgets with zero-based and incremental budgeting methods.
- Design effective timetables and allocate resources against curriculum priorities.
- Use student data, assessment analytics, and school dashboards to drive improvement.
- Manage parent and community engagement through structured communication plans.
- Apply safeguarding, inclusion, and regulatory compliance standards in daily school operations.



Course Methodology

- Interactive workshops led by experienced school leaders.
- Case studies of real schools facing leadership and performance challenges.
- Role-play of staff meetings, parent conferences, and difficult conversations.
- Practical exercises using observation rubrics and self-evaluation templates.
- Data workshops analysing student assessment results and attendance trends.
- Peer review and feedback sessions among delegates.
- Capstone project: presenting a school improvement plan.

Who Should Take This Course

- School principals and vice-principals.
- Academic supervisors and department heads.
- Heads of year and pastoral leaders.
- Aspiring school leaders and coordinators.
- School improvement and quality assurance officers.
- Education administrators managing school operations.

Modern School Management and Leadership Course Outlines

Day 1: Vision, Strategy, and School Improvement Planning

- Defining school vision, mission, and core values with staff input.

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- Conducting a SWOT and stakeholder analysis for the school.
- Setting SMART improvement targets for the academic year.
- Writing a school development plan (SDP) with clear milestones.
- Using school self-evaluation (SSE) frameworks to assess current performance.
- Aligning staff roles and committees with strategic priorities.
- Exercise: drafting a one-year school improvement plan.

Day 2: Leading Teaching, Learning, and Assessment

- Building a culture of high expectations for learning.
- Classroom observation methods and observation rubrics.
- Conducting lesson study cycles and instructional coaching.
- Curriculum mapping and vertical alignment across year groups.
- Designing formative and summative assessment strategies.
- Analysing assessment data to identify learning gaps.
- Workshop: giving constructive feedback to teachers.

Day 3: Managing People, Teams, and Professional Development

- Distributed leadership models and delegation practices.
- Situational leadership for teachers at different career stages.
- Running effective staff meetings and team briefings.
- Handling difficult conversations and performance concerns.
- Designing continuing professional development (CPD) programmes.
- Building a coaching and mentoring culture in school.
- Role-play: managing an underperforming teacher.





Day 4: Student Wellbeing, Behaviour, and Safeguarding

- Positive behaviour support (PBS) and restorative practice approaches.
- Creating clear behaviour policies and consistent consequences.
- Recognising and supporting student wellbeing and mental health needs.
- Inclusive education and special educational needs (SEN) provisions.
- Safeguarding policies, child protection procedures, and referral pathways.
- Working with counsellors, parents, and external agencies.
- Case exercise: managing a complex student behaviour issue.

Day 5: School Operations, Budget, and Stakeholder Engagement

- School budgeting methods and financial monitoring.
- Resource allocation aligned with curriculum priorities.
- Timetabling principles and staff workload planning.
- Managing facilities, safety, and school daily operations.
- Parent and community engagement communication strategies.
- Preparing for inspections and quality assurance reviews.
- Capstone project: presenting a school improvement plan.



Conclusion

By successfully completing Modern School Management and Leadership, participants will have acquired practical knowledge of school improvement planning, instructional leadership, staff development, student wellbeing, and school operations. They will understand how to use data and self-evaluation to raise standards and lead teams with confidence. In addition, they will gain skills in budgeting, safeguarding, and stakeholder engagement. Gentex Training Center builds this programme around real school contexts, so leaders return ready to strengthen teaching quality, culture, and student outcomes.

FAQs for the Modern School Management and Leadership course

Q1 What is the "Modern School Management and Leadership" course about?

It covers the core leadership functions of a modern school, including strategic planning, instructional leadership, staff development, student wellbeing, safeguarding, and school operations. Participants learn how to plan improvement, lead teaching quality, and manage daily school life effectively.

Q2 What are the key benefits of the "Modern School Management and Leadership" course?

It strengthens school leadership capability and improves consistency in teaching quality and behaviour management. Participants gain practical planning templates, sharper data skills, and confidence in handling parent and staff challenges. As a result, schools benefit from clearer improvement planning, stronger culture, and better inspection readiness.



Q3 What skills will I gain from the "Modern School Management and Leadership" course?

Participants gain school improvement planning, instructional leadership, staff development and performance management, and student wellbeing and safeguarding management.

Q4 What tools, methods, or standards are covered in the "Modern School Management and Leadership" course?

The course covers school self-evaluation (SSE) frameworks, SWOT and stakeholder analysis, SMART improvement targets, school development plans (SDP), classroom observation rubrics, lesson study cycles, instructional coaching, vertical curriculum mapping, positive behaviour support (PBS), restorative practice, zero-based and incremental budgeting, and safeguarding and child protection procedures.

Q5 How is the "Modern School Management and Leadership" course applied in real-world practice?

Leaders apply it by writing and tracking school development plans, observing lessons, running CPD sessions, and analysing assessment and attendance data. They also manage behaviour cases, prepare budgets, conduct parent meetings, and build inspection readiness, directly improving standards and student outcomes.