

School Leadership and Management Prerequisites

Program description

The School Leadership and Management Prerequisites have been designed to build the foundational capabilities to undertake the principal role in a Tasmanian Government school.

Candidates will develop a level of base capability across four key learning areas:

- Teaching and Learning (3 modules)
- Human, Financial and Facilities Resource Management (7 modules)
- Engaging and Working with the Community (3 modules)
- Student and Staff Wellbeing for Learning (4 modules)

It is anticipated a candidate will require approximately 25 hours to complete the 17 self-paced learning modules online.

Program outcomes

Are you ready to start your journey toward leadership?

The Department for Education, Children and Young People is committed to supporting our principals by equipping them with essential foundational leadership and management capabilities. All candidates who seek to be appointed to the classification of school-based principal are required to complete the School Leadership and Management Prerequisite (SLMP) online modules prior to appointment and the commencement of employment.

The School Leadership and Management Prerequisites will form an active part of the recruitment strategy for principal applicants who will be required to meet this essential requirement prior to appointment from January 2025.

On completion, certification will remain valid for two years, enabling application for principal roles during this time. Merit-based recruitment and selection will apply for all principal vacancies.

Candidates who complete some or all School Leadership and Management Prerequisites are under no obligation to apply for a principal role.

To register

Potential school leader candidates will be required to complete an expression of interest prior to being registered. Please complete this ASAP and we will arrange for you to be registered in the full suite of SLMP modules.

EOI form [here](#)

Access to the modules will be provided through MyCareer, the department's learning management system.

For additional information please contact
educational.leadership@decyp.tas.gov.au

Module Content

Leading Teaching and Learning

Module Title	Overview	Content
Self-reflective practice Approx. 1 hr	Candidates will develop a deeper understanding of contemporary self-reflection practices and use these to consider how to lead a culture of self-reflection in their school	Impact/importance of self-reflective practice Processes/strategy for self-reflection – tools and examples of outcome
Leading quality teaching practices Approx. 5 hrs	This module will provide candidates with a clearer understanding of the most effective evidence-informed leadership, pedagogical and inclusive practices to achieve sustainable improvements in student learning/outcomes.	Expectations for every teacher Inclusion and Diversity for Diverse Communities Disability Standards for Education Learning module for education leaders Part 1 is 1.5 hrs) with certificate
School Improvement Approx. 2.5 hrs	This module provides candidates with information and practical advice related to implementing approaches for school improvement	Our Approach to School Improvement School Improvement Planning Collaborative Inquiry

Engaging and working in the community

Module topic	Overview	Content
DECYP Organisational Structure Approx. 0.5 hr	Candidates will be familiar with the organisational structures across and within the DECYP	DECYP Organisational Structure Divisions and roles
Family and community engagement Approx. 2.5 hours	This module provides candidates with information and practical advice to implement clear communication strategies which lead to improved whole community engagement, enhanced staff morale and positive, consultative decision making.	Community engagement School Associations Critical conversation
Enquires and complaints. Approx. 1 hour	Candidates will develop their knowledge and understanding of what constitutes a complaint, how to manage a complaint and what the principal's responsibilities are so that complaints can be managed effectively	Enquiries and Complaints Management Policy and Procedure

Human, Financial and Facilities Resource Management

Module Topic	Overview	Content
Industrial Relations Approx. 1 hr	Candidates will develop an understanding of managing and responding to workplace issues, within an industrial context.	Contracts, Awards and Agreements Union representation
Staffing and Recruitment Approx. 0.5 hr	Candidates will be supported to better understand the fundamentals of workforce planning including enrolment practices for staffing and the recruitment of permanent, temporary, and casual staff	Workforce planning fundamentals Employment types Recruitment and selection
Staff learning and growth Approx. 1.5 hrs	Candidates will engage with key learnings and reflect on how you will lead for continuous growth and improvement of staff in schools	Performance and Development Feedback for growth Leading a learning community
Work Health & Safety Approx. 0.5 hr	Candidates will develop an understanding of the WHS policy and procedures and have knowledge of the key health and safety resources and services available to support principals, staff and students, including risk management and the responsibilities of a principal.	WHS policy and procedures, resources and services Site safety Risk management
Financial Management Approx. 1 hr	Candidates will receive information relating to strategic school resourcing and associated financial management responsibilities and effective practices in Tasmanian Government schools and department sites	Public funds, Budget foundations/SRP Procurement
Facilities Resource Management Approx. 0.5 hr	This module will provide candidates with a clearer understanding of services and supports available for managing school assets and service planning.	Managing school assets and service planning Asset related delegation
Ethical Conduct Framework Approx. 1 hr	Candidates will develop an understanding of ethical leadership, decision making and management practice and responsibilities.	Workplace conduct Conflict of Interest Public Comment Ethical Decision Making Child Sexual Abuse Gifts, Benefits and Hospitality Reporting Misconduct

Student and Staff Wellbeing for Learning

Module Topic	Overview	Content
Core Legal Responsibilities Approx 1.5 hrs	Candidates will learn about common legal issues that are encountered by schools and principals	Common legal issues in schools Principal responsibilities
Student and Staff Wellbeing for learning Approx. 2 hrs	Candidates will build knowledge of the Department's approach to student and staff wellbeing and be provided with information, frameworks, and advice about key related policies and good practice to support the wellbeing needs of all students and staff.	Staff Wellbeing Framework Principal Wellbeing Initiative Child and Student Wellbeing
Safeguarding children and young people Approx. 1.5 hrs	Candidates will build knowledge and understanding of policy and expectations related to what principals need to know and do to safeguard children and young people from abuse in DECYP settings	Obligations related to the National Principles for Child Safe Organisations and United Nations Convention on the Rights of the Child Recognising what child sexual abuse indicators Responding to incidents, disclosures and suspicions of child sexual abuse and harmful sexual behaviours
Organisational Values Approx. 1 hr	Learners are at the centre of all work. Candidates will build knowledge and understanding of the DECYP organisational values which underpin our commitment to support and engage all learners to learn more, every day.	Values and how they are integral to Strategic Plan