

HPT Leadership Coaching

Leadership Coaching Programs FACTSHEET #1

1. What Are HPT Leadership Coaching Programs?

HPT Leadership Coaching Programs are a tailored series of individual or group coaching sessions held over 6-12 months which provide the reflective space, support, accountability and skill development needed to fast-track the growth of:

School Leaders - who are constantly juggling the strategic, operational and supportive demands of not just their leadership team but of the whole school.

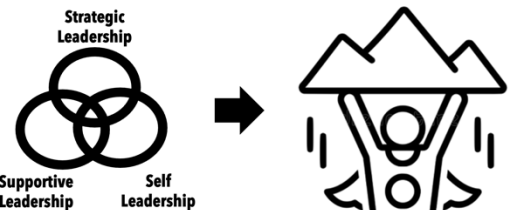
Middle Leaders - who have a complex role as they are both managing up and leading down. Coaching is essential to effectively manage the challenges of this dual complexity.

Curriculum Leaders - who have complex whole school role requiring both technical expertise and relational leadership skills. Coaching is an effective strategy to support Curriculum Leaders in leading teaching and learning within their school.

Teacher Leaders - who require skills and attributes that are not always found in the classroom teacher's toolkit. Coaching empowers Teacher Leaders to ensure the integrity of HPT systems within their teaching teams.

The Focus Of HPT Leadership: Strategic, Supportive & Self Leadership

Being an effective School Leader, Curriculum Leader, Middle/Teacher leader requires us to: (1.) work 'supportively' with those we lead and the teams we belong to, as well as (2) work 'strategically' on our school improvement priorities and day-to-day operational responsibilities – all the while making sure (3.) we look after our 'self' care, optimising our own health and wellbeing.



2. How Do HPT Leadership Coaching Sessions Work?

HPT Leadership Coaching Sessions can be run one-on-one, or in group cohorts of 4 to 5 leaders. A typical coaching session runs for 60-75 minutes on a regular/termly schedule, in virtual or face-to-face format.

HPT Leadership Coaching Sessions focus on developing an individuals strategic, supportive and self leadership capabilities as well as problem solving current challenges and pursuing relevant growth and development goals. Each coaching session is highly focused with leaders able to rapidly identify their most critical issues through completing a personal Leadership Update Tool pre-session.

HPT Leadership Update Tool		Name	Sue Smith
		Date	5 June
		Room	Rushed
Current Priorities In Focus:			
Strategic Leadership	Focusing our school wide meeting cycle for next term		
Supportive Leadership	Check in with all team members & improve Team Huddles		
Self Leadership	10,000 steps daily & review/updates Life Strategy		
Leadership Successes and Challenges:			
Successes	Description	Impact	Action
Last Week	All staff meeting program	Key deliverables in AHP	Show slide in staff mtg
Next Week	Team Areas & better for staff	Consistency for all staff	Update HPT team data with
Last Week	All culture only Team Profiles	Increase sharing & engagement	Discussion in staff meeting
Next Week	School art area	Revisit & consistency engagement	Check in with ongoing group
Last Week	Behaviour report, Pk, low compliance	Teacher stress & escalation	Continue Pk, personal or staff
Next Week	Staff absence & juggling workload	Long hours filling gaps - stress	Personal methods & check in
Last Week	Staff shortage - specialist teacher	Timetable pressure, staff stress	Share timetable coverage plan
Next Week	School repaper work	Higher leadership team workload	Program and progress sheet
Work/Life & Wellbeing:	On Track	Off Track	HPT Team Systems
Family Time	Exercise		Team Meeting
Finances	Screen Time		Team Huddles
Relationship	Snacking		Team Meetings
Hot Issues (focus on day-to-day leadership & operational issues)			
Describe the issue	Describe Impact / Risk	Action / Solution	
Staff wellbeing and workload	Being sick leave, long hours, pressure, absence	Check in with staff	
Worship curriculum change	Team assessment results in particular not aligned	Check in with staff	
Conflict between middle leaders	Mixed messages to staff and increased stress	Check in with staff	
Priority Relationships (focus on relationships with key staff and stakeholders)			
Name	Critical Issue	Forward Strategy	
PL, Team	Schedule/relief debate	Co-attend all PL, meetings	
Student leaders	Staffroom presentation for assembly	Meet with student leaders to finalise process	
Senior Principal	Finalise development plan	Schedule for end of week and complete any work	

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Performance Focused Group Coaching Agenda: 60/75min Agenda Px 4/5			
Item	Description	Start	End
Item 1 (Welcome)	Welcome! Supportive, Accountable, Strategic, Self Leadership Purpose & Outcomes: 1. To build high performance teaching teams that embrace collective teacher efficacy 2. To ensure the School's Collective Goals to make progress on identified Leadership Challenges 3. To ensure the Leadership of staff 4. Attitude: Learning For, By, and Through Our Staff (What You See is What You Get) 5. Our Values & Core Beliefs: See: Core Beliefs	All	4 mins
Item 2 (Support)	Warm Up One word Summary & Level 3/3 Conversation Starter Each person shares a sentence from their weekly update tool mainly focusing on: 1. Leadership Successes and Challenges - action 2. 'Stretch Goals' in Focus 3. 'Hot Issues' that could be good to get input from the group. (Questions if new parents otherwise attend for other conversations etc.)	All	12 mins
Item 3 (Proactive)	Hot Issues Stop if there has to be any updates and call for any feedback - select top 2 - 10 mins (12-10) Group 2 (2-3) Present Top 2 Issues discussed & 7 minute update (10-min update, 1-min Q&A, 6-min discuss and 3-min discussion)	All & last 10 minutes individual	10/15 mins
Item 4 (Support)	HPT Implementation / PD Quick Share Update 1 - HPT implementation/updates/Exception Reporting/updates (3 mins) Update 2 - Working of Implementation Team (3 mins) Update 3 - 10 min Share Teaching/CPD/Feedback/Successes/ Data Tracking/Implementation of Lead Practitioner/Over view of 3 min discussion/SEN/CPD/PA&A (10/5/5)	Support	10/12 mins
Item 5 (Accountable)	Priority Relationships In Focus - Forward Action 2 minute update on leadership activities focused on key relationships over next 30 days (4-2 mins each)	All or as requested	8 mins
Item 6 (Accountable)	Next Steps: Reviewer & Takeaway Each Member: Executive, Showcase Areas & Satisfaction Score (1:10) Chair: 5 minutes Feedback & Next Meeting Time/PA Moderator/Feedback: 5 minutes Next Update: Next Moderator: Next PD Quick Share Speaker	Chair & Moderator	11 mins

3. Who Is Individual vs. Group Leadership Coaching Best Suited For?

Choosing Individual vs. Group Based Leadership Coaching depends on a few factors, such as a school's size, the complexity of issues that Leaders are engaging with, and the flexibility of Leaders' schedules. Regardless of a school's size and context we've found that all Leaders initially benefit from an onboarding session prior to normal coaching sessions. Many schools will typically opt for Group based coaching program for their Middle Leaders due to ease of scheduling, with their senior Leaders opting for Individual programs to deal with more complex issues on a more flexible schedule. An example of a typical middle leader group coaching program 12-month schedule is below:

	Term 1	Term 2	Term 3	Term 4
Example Middle Leader 12 month Group Coaching Program Schedule	Middle Leaders Group A Group Coaching 1 Onboarding Wk 2 T1 Lesson 4/5 (75min)	Group Coaching Session 3 Wk 2 T2 Lesson 4/5 (75min)	Group Coaching Session 5 Wk 2 T3 Lesson 4/5 (75min)	Group Coaching Session 7 Wk 2 T2 Lesson 4/5 (75min)
	Group Coaching Session 2 Wk 6 T1 Lesson 4/5 (75min)	Group Coaching Session 4 Wk 6 T2 Lesson 4/5 (75min)	Group Coaching Session 6 Wk 6 T2 Lesson 4/5 (75min)	Group Coaching Session 8 Wk 6 T2 Lesson 4/5 (75min)