

# LEADERSHIP GROWTH PLAN PROPOSAL SFU 2017

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# Protocol for a warm welcome to new teachers



# RATIONALE

1. Half the staff will be new next year: for different reasons, approximately 6 out of 13 teachers will be new this next school year.
2. Group belonging: it is important that those teachers feel as part of a group and feel the group as a team. They will be part of a strong community that works together.

3. Motivation = success: if teachers feel as part of a team, they'll feel satisfied, motivated and happy and their commitment to the school will increase and will put all their best efforts to make the school successful.

4. Managing vs. Leadership: employees are the biggest resource any workplace has and leaders need to invest time. Time not only in managing and telling them what has to be done but also in leading and taking care of their feelings and wellness.

5. Learning from experience: Re-imagine: everybody at some point has been a new teacher. When I've been a new teacher myself I have never felt unwelcomed, but none of those schools had a specific protocol to welcome new teachers. So let's re-imagine...If I were a new teacher again, how would I like to be welcomed?

6. No protocol to welcome new teachers: At my school, even if we give a very warm welcome to every teacher there is no specific protocol for that.

# ACTIONS

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What can be done for the teachers to feel welcome the first day of school?

## CREATING AN INVITING WORKPLACE ATMOSPHERE

To build community, we have to start by embracing the stranger standing in front of us as if we have known them our whole lives.



Everybody has been a new teacher at some point in his career. It is nerve wracking so you want the atmosphere to be warm and inviting.

For this, I think something so simple as decoration is crucial in order to communicate to the workers that you value them. So let's create a climate that is welcoming from the very beginning.



## GETTING TO KNOW EACH OTHER

It is human nature to form groups and to then protect those groups from outsiders.



It is frequent that the very first staff meeting of the school year, old teachers know each other, they have nicknames for each other and maybe they even have inside jokes, and all these can make the newcomers feel a bit left outside.

As we don't want this to happen and to ease people into the day let's get started with an icebreaker activity that could be for instance a Speed Dating where all teachers can learn a few things about each other.

**I like my work  
because it doesn't  
feel like work**

Forming community  
through the  
workplace means  
treating everyone  
as if they were your  
best friend.



Usually when we are with friends we like to relax, have a coffee and enjoy, so after the speed dating let's have in the staff room some snacks ready for the teachers before start talking the real meeting.

This way, the teachers can mingle and maybe continue talking about something they found they had in common during the speed dating.

## SPREAD SOME CHEER

When surprised with something positive, we feel more intense feelings of happiness or joy than we normally would with the absence of surprise.



We don't know the new teachers and we haven't seen the permanent ones for a couple of months so , let's surprise everyone with a little something to show them that as leaders you care for them.

Maybe a survival kit for the school year with some useful things will be enough. It'll be a surprise because it has never been done before and therefore their sense of happiness will increase, and we want our teachers to be happy!!!



## WALK AND TALK

Changing the scenery, whether you head outside or not, can affect the ways your employees do work in general.



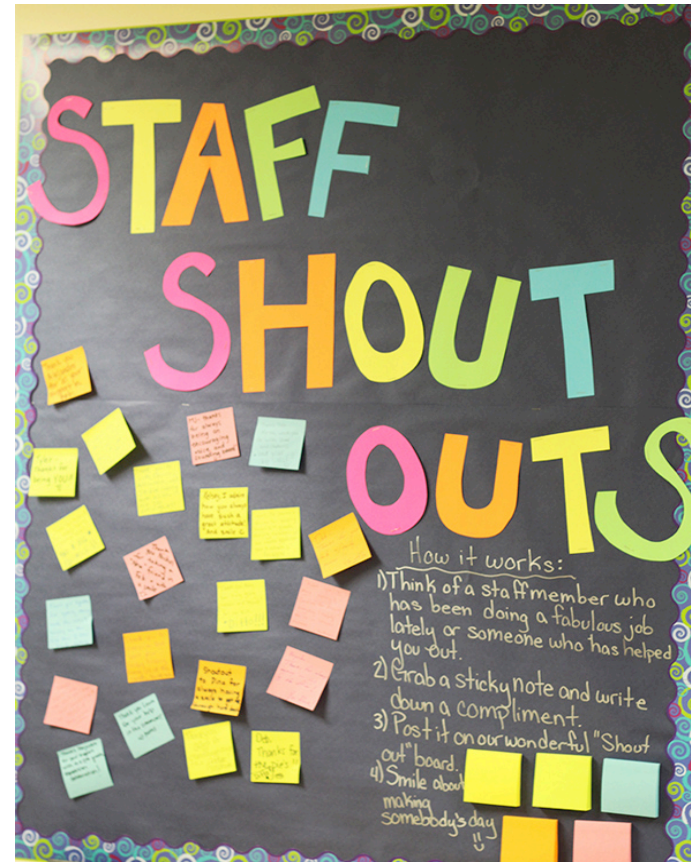
Usually, Administrators trap new teachers into their offices and overwhelm them with all the responsibilities and paper work.

So showing them around the school while exchanging some info and chatting on a casual level can break down the distance between managers and employees. Besides, we tend to act a little looser outside than we do at the office.



# LET EMPLOYEES REWARD ONE ANOTHER

BEING TOLD YOU ARE  
APRECIATED IS ONE  
OF THE SIMPLIEST,  
YET MOST INCREDIBLE  
THINGS YOU CAN  
EVER HEAR.



Being a good leader means focusing on positive interactions and encouraging a positive interactions and encouraging a positive emotional state as often as possible, so don't wait till Christmas to send a Christmas card to tell the teachers how good they are.

From the very first day let's have a bulleting board in the staff room where teachers can compliment coworkers for good ideas, etc. We all know how powerful words can be if used correctly.

Of course, this is a team building activity than can go on throughout the whole school year.

“If you want to go fast, go alone.  
If you want to go far, go together”

*African proverb*

To get far as a community we need to start by getting everyone on board and stick together and this protocol to welcome new teachers the first day of school is the first step to get as far as possible.