



Independent
Association of
Prep Schools

Q63: Highly Effective Leadership – Winning at work without losing in life

Date Thursday 23 November 2023
Venue DoubleTree by Hilton, Oxford Belfry, OX9 2JW
Cost IAPS members - £229 (non-IAPS members - £329)

The material in this course seeks to combine the main themes of two best-selling books: **The 7 Habits of Highly Effective People** (Dr Stephen Covey) and **The Heart of Success** (Rob Parsons), making them relevant for professionals in a school environment. Many successful individuals would admit that their success is one dimensional. The success they have experienced in the work place has been at the expense of what are arguably the most important things in life ie. family, friends, health and even just the time to live a little. One might therefore question whether this really is 'success'. This course seeks to answer the question - 'How can I be a successful leader and manager without compromising my quality of life'.

Audience Deputy heads, assistant heads, directors of studies, SMT/SLT
Course Director & Presenter Marcus Culverwell, Headteacher at Reigate St Mary's School

Programme: Thursday 23 November 2023

Time	Activity
0930	Registration and coffee
1000	Welcome and introduction
1005	Proactivity and playing to your strengths – responding well to needs and challenges
1035	Knowing your destination – what drives you and core values
1115	Break
1130	Right priorities and how to keep them in their rightful place – the important must never be at the mercy of the urgent
1230	Lunch
1315	Collaborative growth – teams that work with, not against each other
1345	Getting relationships right – building 'emotional' bank accounts



Independent
Association of
Prep Schools

1430	Break
1445	Being an effective team leader – playing to strengths, appointing to weaknesses
1515	Good at work. Good at life. (You matter too) – work life balance
1545	Plenary / Q & A
1600	Depart



Terms and conditions of cancellation: If a delegate cancels his or her application up to and including 8 weeks prior to the date of the course, a full refund will be provided. For bookings cancelled between 8 and 6 weeks, a refund of 75% of the fee will be given. Cancellations made between 6 and 4 weeks prior to the event will receive for a 50% refund, and 25% will be refunded up to and including 2 weeks prior to the date. Thereafter, IAPS regrets that no refund can be made. We are unable to reimburse you for any expenses incurred in advance, such as travel or accommodation costs which are no longer required due to the cancellation of a course, it being changed to a remote format, or delegates cancelling due to unforeseen circumstances, e.g. travel disruption. Schools should ensure they have the relevant insurance in place to cover these costs.

IAPS reserves the right to cancel an event at any time for example, but not limited to, if the event is unsustainable to run due to a low number of attendees, venue/speaker cancellation, transport issued (e.g. rail strikes). We will do all we can to ensure our courses go ahead as planned. There may also be occasions where courses that were due to take place in person may have to take place online.

Please ensure you have read and understood our [term and conditions](#) before proceeding with your booking.

Data Protection: At IAPS we are committed to protecting your personal data and we want to make sure we meet GDPR standards. For information on how we retain this data, go to our [Data Retention Policy](#) and for details of how we access it go to our [Privacy Policy](#). We will continue to be in touch with you in line with our updated data policies. If you have a question about your data, want to update your details or have your data removed, contact us at data@iaps.uk.

Photography: Photographs will be taken at IAPS events and may be used for marketing purposes.

Insurance: IAPS regrets that it cannot accept liability for loss or damage however caused to the personal property of any person attending this or any other event organised under the auspices of the Association.

By booking a place on this course/conference, we will use your data to contact you about similar information in the future. You have the opportunity to unsubscribe from this now by contacting courses@iaps.uk or at any point subsequently that you do not wish to receive these communications by unsubscribing from the specific communication.