

Leadership & Succession Development

School Administration

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Builds a leadership and succession-development plan — identifying and growing coordinators/HODs/vice-principals, distributed leadership, and succession for key roles (including principal) — so the school does not depend on one or two people and can grow. Use it to build leadership depth. For org design use the School Organisation Structure tool.

Purpose of this tool & output

Build the next layer of school leaders

How the output is used

Use the tool to build the next layer of school leaders through succession planning.

Important cautions

Over-dependence on one or two leaders is a real risk; grow and genuinely empower a second line so the school can sustain quality, handle absence, and expand.

Companion documents

- School HR Policy Handbook
- Salary Structure & Increment Framework
- Staff Leave & Attendance Policy
- Staff Wellbeing & Motivation
- School Culture & Team Building

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.