

The Staff-Room

Before and after school sessions, as well as at playtimes in the morning, teachers should have the chance to get together outside the class-room situation. A special room set aside for the use of members of a school staff is useful for many things.

It is just as important for teachers to have a break from children as it is for children to have a break from the classroom. Working with young children is very demanding work and teachers need a break to 'recharge their batteries' before the next session.

It is important for teachers to have the chance to talk to one another - either about school matters or about other topics of mutual interest. Given the chance to come together informally, staff will develop into a group of people, all separate individuals, but part of whole unit - the school staff.

Heads, as members of the school staff, have access to the staff-room in the same way as other teachers. It should be remembered, however, that there will be times when staff may wish to talk about school matters without the Head being present. It is only natural that some members of staff will have different feelings and opinions to the Head on many matters and teachers should have the opportunity to discuss their thoughts without feeling that they should not. Heads need to be tactful about their use of the staff-room. They should allow regular times when it becomes known that they will not be present. Perhaps they will be in the school office or in the playground.

At other times, Heads will take advantage of members of staff being in the staff-room to make announcements or to make informal contact with members of staff.

In some staff-rooms, teachers organize refreshment (tea, coffee and biscuits etc) and a small fund is set up to pay for the items required. Heads should not seek to control such an informal fund but they **must** contribute to it if they are going to use the refreshment facilities.

Heads should be keen to notice any member(s) of staff who do not use the staff-room when the rest of the staff is there - such a teacher may need help in overcoming a reluctance to become a member of the staff 'group'. All members of staff should be encouraged to gather at sometime during each school day - even if it is only for a short period.

Smoking is prohibited on all Government premises.