

Leadership Reflection Diary

(Sunday to Thursday)

2021-22



LEADERSHIP REFLECTIVE DIARY



KEEP IN TOUCH



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Richard Hester

WHY KEEP A REFLECTIVE DIARY/JOURNAL?

Richard Hester, Founder, School Leaders Training Limited

Reflection is a key part of any improvement process, but often we are so busy that we don't have time to reflect. By writing in a leadership diary, even 2 or 3 sentences a day, I promise that this will improve your leadership capacity. The time you invest will ultimately be a time saver. Gaining a real understanding of how we perform is not easy, partly because leadership is assessed at the reception end – your team decides if you are a good leader, not you! As you complete the diary try to reflect and write about how you made any leadership choices, not just the results. Also, reflect on things such as how you display leadership attributes, such as curiosity, optimism, listening & humility. I hope that you find this leadership diary useful; I'd love to hear how you get on.



e: info@schoolleaderstraining.co.uk

**WEEK
COMMENCING:**

15 AUGUST

**“Reflection is one of
the most underused
yet powerful tools for
success.”**

Richard Carlson

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**WEEK
COMMENCING:**

22 AUGUST

**“It is literally true
that you can succeed
best and quickest by
helping others to
succeed.”**

Napolean Hill

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**WEEK
COMMENCING:**

29 AUGUST

"If you have the right people on the bus, they will be self-motivated. The real question then becomes: How do you manage in such a way as not to demotivate people?" Jim Collins

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**WEEK
COMMENCING:**

5 SEPTEMBER

**"Winning isn't
everything, but
wanting to win is."
Vince Lombardi**

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**WEEK
COMMENCING:
12 SEPTEMBER**

**"The single biggest
problem in
communication is the
illusion that it has
taken place."
George Bernard
Shaw**

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**WEEK
COMMENCING:**

19 SEPTEMBER

**“If I had six hours to
chop down a tree, I
would spend the first
four hours
sharpening the axe.”
Abraham Lincoln**

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**WEEK
COMMENCING:
26 SEPTEMBER**

**"When one door of
happiness closes,
another opens, but
often we look so long
at the closed door that
we do not see the one
that has been opened
for us."
Helen Keller**

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**WEEK
COMMENCING:**

3 OCTOBER

**"Always will I take
another step. If that is
of no avail I will take
another, and yet
another. In truth, one
step at a time is not
too difficult."**

Og Mandino

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**WEEK
COMMENCING:**

10 OCTOBER

**"The best time to
plant a tree was 20
years ago. The second
best time is now."**

Proverb

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**WEEK
COMMENCING:**

17 OCTOBER

**"There is only one way
to avoid criticism: do
nothing, say nothing,
and be nothing."
Aristotle**

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**WEEK
COMMENCING:**

24 OCTOBER

**“Any fool can criticize,
condemn and
complain – and most
fools do. But it takes
character and self-
control to be
understanding and
forgiving.”
Dale Carnegie**

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**WEEK
COMMENCING:**

31 OCTOBER

**"Our main business is
not to see what lies
dimly at a distance,
but to do what lies
clearly at hand."**

Thomas Carlyle

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**WEEK
COMMENCING:**

7 NOVEMBER

**"Life is 10% what
happens to me and
90% of how I react to
it."**

Charles Swindoll

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**WEEK
COMMENCING:
14 NOVEMBER**

**"Those who expect
moments of change to
be comfortable and
free of conflict, have
not learned their
history."
John Wallach Scott**

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**WEEK
COMMENCING:**

21 NOVEMBER

**"The most difficult
thing is the decision to
act, the rest is merely
tenacity."**

Emelia Earhart

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**WEEK
COMMENCING:
28 NOVEMBER**

**"When people believe
you understand them,
they give you
permission to
influence them."
Richard Mullender**

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**WEEK
COMMENCING:**

5 DECEMBER

**“A team is not a group
of people that work
together. A team is a
group of people that
trust each other.”**

Simon Sinek

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**WEEK
COMMENCING:**

12 DECEMBER

**"Kites rise highest
against the wind; not
with it"**

Sir Winston Churchill

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**WEEK
COMMENCING:**

19 DECEMBER

**"Our bravest and best
lessons are not
learned through
success, but through
misadventure."**

Amos Bronson Alcott

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**WEEK
COMMENCING:**

26 DECEMBER

**"Fall seven times and
stand up eight."
Proverb**

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**WEEK
COMMENCING:**

**2 JANUARY
2022**

**"The ability to avoid a
difficult conversation
is a universal skill."
Susan Scott**

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**WEEK
COMMENCING:**

9 JANUARY

**“The success of your
presentation will be
judged not by the
knowledge you send
but by what the
listener receives.”
Lilly Walters**

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**WEEK
COMMENCING:**

16 JANUARY

**"If everyone is moving
forward together,
then success takes
care of itself."
Henry Ford**

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**WEEK
COMMENCING:**

23 JANUARY

**“By failing to prepare,
you are preparing to
fail.”**

Benjamin Franklin

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**WEEK
COMMENCING:**

30 JANUARY

**“Listen with curiosity.
Speak with honesty.
Act with integrity.”
Roy T. Bennett**

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**WEEK
COMMENCING:**

6 FEBRUARY

**"Successful people are
always looking for
opportunities to help
others. Unsuccessful
people are always
asking, 'What's in it for
me?'"**

Brian Tracy

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**WEEK
COMMENCING:**

13 FEBRUARY

**"How wonderful it is
that nobody need wait
a single moment
before starting to
improve the world."
Anne Frank**

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**WEEK
COMMENCING:**

20 FEBRUARY

**"Strive not to be a
success, but rather to
be of value."
Albert Einstein**

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**WEEK
COMMENCING:**

27 FEBRUARY

**"Our greatest
weakness lies in giving
up. The most certain
way to succeed is
always to try just one
more time."**

Thomas A. Edison

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**WEEK
COMMENCING:**

6 MARCH

**"You miss 100% of the
shots you don't take."
Wayne Gretzky**

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**WEEK
COMMENCING:**

13 MARCH

**"Either you run the
day, or the day runs
you."
Jim Rohn**

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**WEEK
COMMENCING:**

20 MARCH

**"Whether you think
you can or you think
you can't, you're
right."
Henry Ford**

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**WEEK
COMMENCING:**

27 MARCH

**"It's the mark of an
educated mind to
entertain a thought
without accepting it"
Aristotle**

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**WEEK
COMMENCING:**

3 APRIL

**“There is no self-
development without
self-awareness.**

**You can read as many
books as you like, but
if you’re unable to
read yourself, you’ll
never learn a thing.”**

Steven Bartlett

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**WEEK
COMMENCING:**

10 APRIL

**“Do rewards motivate
people? Absolutely.
They motivate people
to get rewards.”
Alfie Kohn**

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**WEEK
COMMENCING:**

17 APRIL

**“One of the things
we've learnt is the
importance of
listening. Because as
we all know, the very
best ideas can very
often come from the
quietest voice.”
Jony Ive**

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**WEEK
COMMENCING:**

24 APRIL

**“With collaborative
professionalism there
is enjoyment as well
as impact, better time
as well as more time.”
Andy Hargreaves and
Michael O’Connor**

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**WEEK
COMMENCING:**

1 MAY

**“The only thing of real
importance that leaders
do is to create and
manage culture.**

**If you do not manage
culture, it manages you,
and you may not even be
aware of the extent to
which this is happening.”**

Edgar Schein

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**WEEK
COMMENCING:**

8 MAY

“Don’t use acronyms or nonsense words for objects, software or processes at Tesla, In general, anything that requires an explanation inhibits communication. We don’t want people to have to memorize a glossary just to function at Tesla.” Elon Musk

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**WEEK
COMMENCING:**

15 MAY

**“We suffer more
often in imagination
than in reality.”
Seneca**

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**WEEK
COMMENCING:**

22 MAY

**“The person who can
most accurately
describe reality
without laying blame
will emerge the
leader.”
Edwin Friedman**

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**WEEK
COMMENCING:**

29 MAY

**“The x-factor of great
leadership is not
personality, it is
humility.”
Jim Collins**

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**WEEK
COMMENCING:**

5 JUNE

**“Humility is not
thinking less of
yourself, it is thinking
of yourself less.”
C.S. Lewis**

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**WEEK
COMMENCING:**

12 JUNE

**“If nobody worried
about what was in
other’s heads, we’d all
be 33 percent more
effective in our lives
and in our jobs.”
Randy Pausch**

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**WEEK
COMMENCING:**

19 JUNE

**“Clear is kind; unclear
is unkind.”
Brené Brown**

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**WEEK
COMMENCING:**

26 JUNE

**"Teach me neither to
cry for the moon nor
over spilt milk."
George V**

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**WEEK
COMMENCING:**

3 JULY

**“My life has been
filled with terrible
misfortune; most of
which never
happened.”**

Michel de Montaigne

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**WEEK
COMMENCING:**

10 JULY

**"Reasoned judgement
and inner conviction
are what I expect
from myself and
others around me.
Make the call, but
don't expect
consensus."
Satya Nadella**

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**WEEK
COMMENCING:**

17 JULY

**"I'm a greater believer
in luck, and I find the
harder I work, the
more I have of it."
Thomas Jefferson**

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**WEEK
COMMENCING:**

24 JULY

**"I've learned that
people will forget
what you said, people
will forget what you
did, but people will
never forget how you
made them feel."**

Maya Angelou

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