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DIOCESE OF TOOWOOMBA
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DIOCESE OF TOOWOOMBA

CATHOLIC EDUCATION OFFICE
INDUCTION DAY FOR NEW PRINCIPALS

VENUE: Toowoomba CEO, Boardroom
73 Margaret Street
DATE: Friday 19 January 2007
TIME: 8.30am – 3.00pm

8.30am	Welcome and Prayer Introduction of new Principals Introduction of CEO Personnel 2007 Induction Programme	Margaret Hendriks New Principals CEO Personnel Ian Hunter
9.00am	Catholic Education Office Charter Faith and Mission of Catholic Schools	John Borserio John Borserio
10.00am	Pay Office forms and processes	Bill Stuart/ Natalie Hardgrave
10.30am	MORNING TEA	
11.00am	School Accreditation and Renewal Student Protection Items	Margaret Hendriks Margaret/Ian
11.30am	Goal setting School visits Performance reviews	Peter Lynam Peter Lynam Peter Lynam
12.30pm	LUNCH	
1.15pm	Enrolment process Communication with Office Planning for future meetings	Chris Fry Chris Fry Ian Hunter
2.30pm	Meeting with Margaret St CEO personnel	