

## **PRINCIPAL'S MEETING - ST GEORGE - 1 MAY 2008**

SEO Session 9.00-10.30am

**1. Induction – Early Career Teachers – *Ian***

- Summary of Recommendations
- Planning Sheet
- Draft copies of Resources on CEO Intranet Site

Link:

<https://ceo.twb.catholic.edu.au/Administration/HumanResources/Staffing/WebPages/Documents.aspx>

***Action: Review Draft copies of Resources and adapt to own school situation***

**2. Student Protection – Risk Management Strategy, Annual Review – *Ian***

- NOTE: This Risk Management Strategy is an on-going process and will be adjusted according to identified risks and the annual Review
- Ensure that Student Protection School Contacts and Principal review the School Risk Management Strategy before the Annual School Visit

***Action: Review Risk Management Strategy before each Annual School Visit***

**3. Transfer Notes – Primary/Secondary Schools - *Peter***

**4. Staff Code of Conduct - BCEC – *Ian***

- Research by SEO during Term 2, 2008
- Copies emailed to Principals for feedback
- Inservice and implementation at 2009 All Staff Student Protection Inservice

***Action: Review draft Staff Code of Conduct and send comments to SEO***

**5. "I Care" Procedures – Ian**

- Review policy, inservice staff and implement

**Action:** *Review policy, inservice staff and implement*

**6. Student Protection School Contact Inservice 2008 – Ian**

- Circular

**Action:** *Check dates with Student Protection Contacts at your school*

**7. School starting/finishing days 2008/2009 – Margaret**

**8. QCEC School Authorities Student Protection Inservice – Ian**

- Wednesday, 21 May 9.30am – 4pm O'Shea Centre, Brisbane
- Registration Forms included in Circular (Circular No to be put in)

**Action:** *Complete and return Registration Form if attending*

**9. Children in Care of the State returns – Ian**

- Congratulations

**Action:** *Celebrate!!*

**10. Professional Development and Planning Days - Margaret**