

THE SCHOOL

Administrative and Professional Planning Day
1st March 2013

9.00am - 10:00am New staff photographs Dining Hall

9:40am - 10:00am Morning Tea Dining Hall

AM: ADMINISTRATION and TRAINING

10:00am – 10:30am Staff Briefing Dining Hall

- General matters
- Emergency evacuation procedures
- Mandatory reporting and Child Protection Policy

10:30am – 11:15am House meetings **REDACTED** Houses

eBeam training **REDACTED** T2.3

11:15am – 12:00pm House meetings **REDACTED** Houses

eBeam training **REDACTED** T2.3

12:00pm – 12:45pm Lunch Dining Hall

PM: PLANNING

12:45pm – 3:25pm Faculty Planning time (all Senior School staff) Faculty areas

3:26pm CRA Sundowner **REDACTED**

REDACTED

Head of Senior School