

Timetable - Appointment Procedures

Introduction <ul style="list-style-type: none"> • Register signed • Outline of session • Distribute handouts 	10 minutes
Presentation <i>(as far as Slide 18)</i>	25 minutes
Group work <i>(Slide 18)</i>	20 minutes
Tea/Coffee <i>(or at start/end of session)</i>	10 minutes
Interviews to Appointment <i>(Slide 19 - 35)</i>	30 minutes
Records, Contracts and Law <i>(Slide 36 - 41)</i>	10 minutes
Activity <ol style="list-style-type: none"> 1. Marking system <i>(Slide 53)</i> 2. Questions Appendix 6 <i>(Slide 54)</i>. 	20 minutes
Appeal & Arbitration <i>(Slide 56 - 67)</i>	20 minutes
Summary, Handouts, Evaluations and Finish	10 minutes

Timetable - Legal Issues

Introduction <ul style="list-style-type: none"> • Register signed • Key areas in this session • Distribute copies of handouts so participants can take notes (handout includes slides from presentation, list of acronyms) 	5 minutes
Presentation <i>(as far as slide 9)</i>	20 minutes
*Scenarios 1 and 2 <i>(slides 11 to 16)</i>	20 minutes
*Scenario 3 <i>(slides 17 to 23)</i>	20 minutes
*Scenario 4 <i>(slides 24 to 27)</i>	10 minutes
Coffee Break <i>(End of first session if using more than one session)</i>	15 minutes
*Scenario 5 <i>(slides 28 to 38)</i>	15 minutes
Section 29 Appeals <i>(slides 40 to 53)</i>	15 minutes
Other Functions of the Board, including School Plan <i>(slides 54 to 62)</i>	15 minutes
Evaluations and Finish	5 minutes