

## Marlborough Boys' College - 2018 Commencement Programme

### Week Zero & Week 1

Mon 22 Jan	Tues 23	Wed 24	Thurs 25	Friday 26
<b>Front Office staffed from 8:30 Monday.</b>				<b>Schedule for new staff induction programme</b>
<b>8:30 – 10:00 NEW ENTRANTS</b>		<b>8:00 SLT Mtg</b>  <b>8:30 - 9:00</b> SLT, HoF's, Deans Admin Timetable matters, Student courses  <b>9:00 – 10:00</b> SLT, HoF's, Deans New School Planning	<b>8:00 SLT Mtg</b>  <b>8:30 - 9:00</b> SLT, HoF's, Deans Admin Timetable matters, Student courses  <b>10:00 – 2:00</b> PB4L Alignment  <b>1:00 New Staff ICT</b>  <b>5 - 6pm</b> New Staff Powhiri - Omaka Marae	<b>9:00-3:30</b> New Staff Induction programme (MR, CH)  Attendees TBA
<b>10:00 – 11:00</b> SLT – The week ahead	<b>9:00 - 9:30</b> SLT, HoF's, Deans Admin Timetable matters, Student courses		<b>5 - 6pm</b> New Staff Powhiri - Omaka Marae	
	<b>11:00 – 12:30 and 1:00 – 3:00</b>  Deans – Student interviews re courses by appointment		<b>10:00 – 12:30 and 1:00 – 3:00</b>  Deans – Student interviews re courses by appointment	

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MON 29 STAFF	TUE 30 Staff, Year 13 Leaders	WED 31 Yr9, 13	THU 1 Yr9, 12	Fri 2 Full School
<p><b>8:00 SLT Mtg</b></p> <p><b>8:30 Start</b> (Staff Room) Welcome &amp; Intro new faces Health &amp; Safety, Day Relief</p> <p><b>8:45</b> New Staff in the boardroom Other staff preparing for Powhiri - <b>CN</b></p> <p><b>9:00-10:00 ALL staff in Faculties</b> Outlining week's plan/expectations</p> <p><b>10.00-10:30 Interval</b></p> <p><b>10:30-11:30</b> – ALL staff in the Hall - Strategic/Charter, Goals, etc (HG/HE).</p> <p><b>11:30 – 1:00</b> Faculties</p> <p><b>1:00 – 2:00 Lunch</b></p> <p><b>2:00 – 3:30</b> Faculties / SIG Meetings TBA</p>	<p><b>8:00 SLT Mtg</b></p> <p><b>8:30 Briefing</b> (Staff Room)</p> <p><b>9:00 – 10:00</b> Student Management</p> <p><b>10:00 – 10:30 Interval</b></p> <p><b>10:30-1:00</b> Faculties / SIG Meetings TBA</p> <p><b>1:00 – 2:00 Lunch</b></p> <p><b>2:00 – 3:30</b> Faculties / SIG Meetings TBA</p>	<p><b>8:00 SLT Mtg</b></p> <p><b>8:30 Staff Briefing</b></p> <p><b>8:50-10:00 Powhiri.</b> New staff, Yr9 and 13 students. Front Field, (Hall if wet)</p> <p><b>10:00-</b> Yr9 Assembly then to FTs</p> <p><b>10:30</b> Yr13 Principal's Assembly with FT's &amp; Deans then with FT's: Admin, Review NCEA(Yr12), Planning / Goal setting, Checking courses, Course issues (Deans) Other staff - Faculties</p> <p><b>11:05-11:25</b> Interval</p> <p><b>11:25</b> Yr. 9 &amp; 13 with FTs</p> <p><b>12:30</b> Yr. 12/13 Activity leaders Prepare for 1:30 session</p> <p><b>1:00</b> Yr13 students released if course OK, otherwise remain or make appointment with Dean for later in the day.</p> <p><b>1:00-1:30</b> Lunch (students) <b>1:30-3:15</b> Year 9 Activities Programme with Prefects/Peer Supporters.</p> <p><b>2:00-5:00 Staff in Faculties</b></p> <p><b>3:30 – 5:00</b> Deans &amp; HoF Mtg</p>	<p><b>8:00 SLT Mtg</b></p> <p><b>8:30 House Team meetings</b> Awatere Rm 4      Waihopai 5 Wairau 6              Opawa 7</p> <p><b>8:50-11:00-Year 9 with FTs</b></p> <p><b>8:50-11:00-</b> Yr12 Principal's Assembly with form teachers &amp; Deans then with FT's: Admin, Review NCEA(Yr12), Planning / Goal setting, Checking courses, Course issues (Deans)</p> <p><b>11:05-11:25</b> Interval</p> <p><b>11:25-1:00</b> Yr 9, 12 with FT's <i>Yr 12 students released if course OK, otherwise remain or make appointment with Dean for later in the day.</i></p> <p><b>1:00-1:30</b> Lunch (students)</p> <p><b>1:30-3:15</b> Year 9 Activities Programme with Prefects/Peers Supporters/Student Leaders</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p><b>2:45 – 3:15 Emergency Evacuation</b></p> </div> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p><b>Year 9 &amp; 13 individual photos. Times TBA</b></p> </div> <p><b>3:30 - 5:00 Faculty Meetings</b></p>	<p><b>8:00 SLT Mtg</b></p> <p><b>8:30 Staff Briefing</b></p> <p><b>8:50-10:15</b> Yr10, 11 Principal's Assembly then with FT's: Admin, NCEA (Yr11), Planning / Goal setting, Checking courses, Course issues (Deans)</p> <p>Yr9, 12, 13 with FT's</p> <p><b>10:15-11:05</b> House Meetings</p> <p><b>11:05-11:25</b> Interval</p> <p><i>After interval: Day 5 Timetable all levels</i></p> <p><b>11:25</b>      Period 3</p> <p><b>12:25</b>      Period 4</p> <p><b>1:20</b>        Lunch</p> <p><b>2:20</b>        Period 5    Finish 3:15</p>