

**BOARDING STAFF INSET, FRIDAY 31ST AUGUST 2018, 1.00 PM
THE GIBBS ROOM**

1.00 pm	Sandwich lunch
1.30 pm	Welcome the team – roles and responsibilities Nick Morrell <ul style="list-style-type: none">• Chorister boarding at WCCS• Consistency in the boarding house• Using rewards and sanctions• National minimum standards – preparing for ISI• Keeping chorister morale high• Illness and attention-seeking• Teeth brushing• Homesickness – causes, symptoms and strategies• Tutor Groups• Vesting & line up: the right frame of mind
2.30 pm	Safeguarding Edward Graham
3.00 pm	Medical procedures Kerrian Philips / Zuzanna Klaus
3.30 pm – 5.30 pm	Preparation of the boarding house
6.30 pm	Whole-staff drinks

**WHOLE-STAFF INSET, MONDAY 3RD SEPTEMBER 2018, FROM 9.00 AM
THE GIBBS ROOM**

9.00 am	New staff induction with SMT
9.45 am	Whole-staff coffee
10.00 am	Fire safety <i>All academic, administrative and domestic staff</i>
11.00 am	Coffee
11.15 am	Welcome back / priorities for the year Neil McLaughlan <i>All academic, administrative and domestic staff</i>
12.00 pm	Where on earth am I? Central London schools and why they're different from anything you've ever known Lucy Auger <i>All academic, administrative and domestic staff</i>
12.45 pm	Lunch
1.30 pm	Level 1 safeguarding training for all staff & GDPR (Conference Room) Ed Graham & Joanna Stephens <i>All academic, administrative and domestic staff</i>
2.30 pm	Music staff meeting

**ACADEMIC STAFF INSET, TUESDAY 4TH SEPTEMBER 2018, 10.00 AM
THE GIBBS ROOM**

9.45 am	Coffee
10.00 am	Preparing for ISI inspection: planning, progress & observation Nick Morrell
10.45 am	Academic Issues Jon Jenkins
11.15 am	Coffee
11.30 am	<i>Civics</i> – our new SMSCD/PSHCE programme Matthew Wright
12.15 am	Whole-School Diocesan inspection of RS teaching and Catholic life Emily Auger
12.45 pm	Lunch
1.30 pm – 2.15 pm	Form Tutors in Years 4-8: pastoral care, registers, behaviour, prayers, clubs & trips Ed Graham
1.30 pm – 2.15 pm	Class teachers & TAs in Pre-Prep: pastoral care, registers, behaviour, prayers, assemblies, staff briefings Juliet Rodger (Classroom)
	The Teaching Assistant's Manual Zoë de Quintal
2.30 pm	Heads of Houses meet teams & TAs meet class teachers
From 3.15 pm	All boarding staff on duty to greet boys & parents
4.00 pm	Deadline for short-term planning & classroom inspection