



# Events Planner

## August – December 2020

### IMPORTANT INFORMATION REGARDING EVENT REGISTRATION

Communication will be sent by individual services / event contacts in due course with further information on how to register for each of the different events.

Please note, registration for some events opened during the summer months and therefore may be fully booked.

## Term 1: August – December 2020

### IMPORTANT INFORMATION REGARDING EVENT REGISTRATION

Communication will be sent by individual services / event contacts in due course with further information on how to register for each of the different events. Please note, registration for some events opened during the summer months and therefore may be fully booked.

#### Webinar – School Leaders: Cultivating Resilience within School Communities

Event Name	Date of Event	Time	Venue	Audience	Purpose of Event	Point of Contact
Webinar for School Leaders: Cultivating Resilience within School Communities featuring Shane Martin	20/08/20	2:00pm	Online via Collaborate Ultra	School Leaders	This one hour webinar, is to help support school leaders through the challenges of restart with a specific emphasis on resilience.	Contacts: <a href="mailto:Paul.Burns@eani.org.uk">Paul.Burns@eani.org.uk</a> <a href="mailto:Nicola.Topping@eani.org.uk">Nicola.Topping@eani.org.uk</a>

#### EA HealthWell Restart Programme

Event Name	Date of Event	Time	Venue	Audience	Purpose of Event	Point of Contact
EA HealthWell Restart Programme (Details of all EA HealthWell Restart Programme events can be found on the EA Website <a href="#">here.</a> )	August – October 2020				EA's Health and Wellbeing team have planned activity to support staff health and wellbeing during the next three months. Education Restart will be a challenging time for many and it is the intention of the EA HealthWell Programme to support staff as we move forward. Full details of all EA HealthWell Restart Programme events can be found on the EA Website <a href="#">here.</a>	Contact: <a href="mailto:healthandwellbeing@eani.org.uk">healthandwellbeing@eani.org.uk</a>

## Lunch and Learn Sessions

Event Name	Date of Event	Time	Venue	Audience	Purpose of Event	Point of Contact
Lunch and Learn	Every Thursday	12:30 pm - 1:15pm	Online - Microsoft Teams	All Education Authority employees	To share information and give people the opportunity to learn, discuss and build relationships with other staff members.	Contact: <a href="mailto:George.Brand@eani.org.uk">George.Brand@eani.org.uk</a>

## First-Time Principal Induction Programme

Event Name	Date of Event	Time	Venue	Audience	Purpose of Event	Point of Contact
First-Time Principal Induction Programme Launch	24/09/20	10.00am	Online	Newly appointed first-time principals and first-time 'acting' principals	To inform newly appointed principals about the EA First-Time Principal Induction Programme	Contact: <a href="mailto:Carol.Weatherall@eani.org.uk">Carol.Weatherall@eani.org.uk</a>

## Child Protection Support Service (CPSS) First Time Principal Training

Event Name	Date of Event	Time	Venue	Audience	Purpose of Event	Point of Contact
CPSS First Time Principal Training	29/09/20	TBC	Online	New First Time Principals	Child protection and safeguarding training.	Contact: <a href="mailto:CPSSomagh@eani.org.uk">CPSSomagh@eani.org.uk</a>
	06/10/20	TBC	Online			

Armagh Office Area Based Principals		
16/10/20 Ballymena Office Area Based Principals	TBC	Online
20/20/20 Omagh Office Area Based Principals	TBC	Online
04/11/20 Belfast Office Area Based Principals	TBC	Online
11/11/20 Armagh Office Area Based Principals	TBC	Online
25/11/20 Dundonald Office Area Based Principals	TBC	Online
26/11/20 Ballymena Office Area Based Principals	TBC	Online

## Recruitment Training

Event Name	Date of Event	Time	Venue	Audience	Purpose of Event	Point of Contact
Recruitment Training	Ongoing through online videos	As required	EA Website	Schools and Services as required	Training on use of Taleo, Fieldglass (Agency booking system) and Recruitment and Selection Training )emphasis on resilience.	Contact: <a href="mailto:Helen.Gallagher@eani.org.uk">Helen.Gallagher@eani.org.uk</a>

## Magenta Workshops

Event Name	Date of Event	Time	Venue	Who is the event for?	Purpose of Event	Point of Contact
Magenta Workshop with Mike Hughes	25/08/2020	9:15am	Online Workshop	Principals & Teachers South-West Locality	Engagement, depth and challenge in the classroom	Contacts: <a href="mailto:Ciaran.McCrumlish@eani.org.uk">Ciaran.McCrumlish@eani.org.uk</a> <a href="mailto:Paul.Crowe@eani.org.uk">Paul.Crowe@eani.org.uk</a>
Magenta Workshop with Mike Hughes	26/08/2020	11:45am	Online Workshop	Principals & Teachers South-West Locality	Engagement, depth and challenge in the classroom	Contacts: <a href="mailto:Ciaran.McCrumlish@eani.org.uk">Ciaran.McCrumlish@eani.org.uk</a> <a href="mailto:Paul.Crowe@eani.org.uk">Paul.Crowe@eani.org.uk</a>

## Framework Consultation Workshops

Event Name	Date of Event	Time	Venue	Who is the event for?	Purpose of Event	Point of Contact
Special Schools Area Planning Framework Consultation	Autumn 2020	8 – 12 weeks	Online Workshop	Principals/Boards of Governors/Parents/Staff/Pupils/ Other interested stakeholders	To consult on the draft 'Special Schools Area Planning Framework'	Contacts: <a href="mailto:Michael.McConkey@eani.org.uk">Michael.McConkey@eani.org.uk</a> <a href="mailto:Lyn.McGuigan@eani.org.uk">Lyn.McGuigan@eani.org.uk</a>
Specialist Provision in Mainstream Framework Consultation	Autumn 2020	8 – 12 weeks	Online Workshop	Principals/Boards of Governors/Parents/Staff/Pupils/ Other interested stakeholders	To consult on the draft 'Specialist provision in Mainstream Framework'	Contacts: <a href="mailto:Michael.McConkey@eani.org.uk">Michael.McConkey@eani.org.uk</a> <a href="mailto:Lyn.McGuigan@eani.org.uk">Lyn.McGuigan@eani.org.uk</a>

## Online Platform Training

Event Name	Date of Event	Time	Venue	Who is the event for?	Purpose of Event	Point of Contact
Directed Time Budgets	03/09/2020 10/09/2020 17/09/2020		Online Workshop	Principals	Guidance and online interactive training and support modules will be available to principals and staff to support the Time Budgeting process in each school.	Contacts: <a href="mailto:Averil.Morrow@eani.org.uk">Averil.Morrow@eani.org.uk</a> <a href="mailto:Jacqueline.Magennis@eani.org.uk">Jacqueline.Magennis@eani.org.uk</a> <a href="mailto:Brendan.McKenna@eani.org.uk">Brendan.McKenna@eani.org.uk</a>
Introduction to Newsdesk	26/08/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Eamon.McAteer@eani.org.uk">Eamon.McAteer@eani.org.uk</a>
Introduction to Collaborate	27/08/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Eamon.McAteer@eani.org.uk">Eamon.McAteer@eani.org.uk</a>
Building your Staff Team Online	07/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Donna.Vaughan@eani.org.uk">Donna.Vaughan@eani.org.uk</a>
Building your Staff Team Online	08/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Donna.Vaughan@eani.org.uk">Donna.Vaughan@eani.org.uk</a>
Extending O365 to Learning in the Classroom and at Home	09/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Donna.Vaughan@eani.org.uk">Donna.Vaughan@eani.org.uk</a>
Extending O365 to Learning in the Classroom and at Home	11/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Donna.Vaughan@eani.org.uk">Donna.Vaughan@eani.org.uk</a>
Intro to Google Drive	14/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Esther.Woodhouse@eani.org.uk">Esther.Woodhouse@eani.org.uk</a>
Intro to Google Drive	15/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Esther.Woodhouse@eani.org.uk">Esther.Woodhouse@eani.org.uk</a>
Intro to Google Classroom	16/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Esther.Woodhouse@eani.org.uk">Esther.Woodhouse@eani.org.uk</a>
Intro to Google Classroom	17/09/20	3:00pm	Online Workshop	Principals		Contact: <a href="mailto:Esther.Woodhouse@eani.org.uk">Esther.Woodhouse@eani.org.uk</a>

## Employee Relations Clinic

Event Name	Date of Event (DD/MM/YY)	Time	Venue	Who is the event for?	Purpose of Event	Point of Contact
Employee Relations Clinic (New Cases)	28/09/20	9.30am – 12.30pm	ER Clinics will be held virtually	Principals, School Leaders & Board of Governors	<p>To provide an opportunity for Principals, School leaders and Board of Governors to obtain one-to-one advice and guidance on <b>new</b> employee relations issues covering:</p> <ul style="list-style-type: none"> <li>• Disciplinary</li> <li>• Grievance issues</li> <li>• Capability/poor performance</li> <li>• Probationary</li> <li>• Dignity at Work/ Bullying &amp; Harassment</li> </ul> <p>Bookable 45 minute appointments are available from 9.30am to 12.30pm with an ER Advisor.</p> <p>Please book by emailing: <a href="mailto:ER-CC-CD@eani.org.uk">ER-CC-CD@eani.org.uk</a></p>	<p>Marina Hughes <a href="mailto:Marina.hughes@eani.org.uk">Marina.hughes@eani.org.uk</a></p> <p>&amp;</p> <p>Allison Hall <a href="mailto:Allison.hall@eani.org.uk">Allison.hall@eani.org.uk</a></p>
	21/10/20					
	26/11/20					
	09/12/20					