

Welcome to BELB

Towards a Learning City

Induction Programme for
First Time/ New Principals 2011-12



Programme for 21 September

2.00 Tea/coffee on arrival

Welcome to BELB– David Cargo

2.15 Introduction to some key BELB departments:

Children and Young People’s Services Jill Trotter (ASEO)

Health & Safety Brendan O’Reilly

Group A (Katherine Jelly)		Group B (Paul Young)
Human Resources: Linda McGowan	2.45	Open Enrolment: Patricia Hughes
LMS: Angela Evans	3.00	Youth Service: Trevor Murphy
Open Enrolment: Patricia Hughes	3.15	Human Resources: Linda McGowan
Youth Service: Trevor Murphy	3.30	LMS: Angela Evans

3.45 Questions and Answers Paul Lawther (ASEO)

4.00 Close

Programme for 2011-12

Topic	Date/Time	Venue
Introductory Meeting: David Cargo	Wednesday 21 September 2011 2.00-4.00pm	Board Room BELB Headquarters
Recruitment: Linda McGowan	Thursday 13 October 2011 2.00-4.00pm	Ulidia Resource Centre Room 1
School Development Planning:	Wednesday 16 November 2011 2.00-4.00pm	Ulidia Resource Centre Room 5
Managing People/ Managing Meetings	Thursday 1 December 2011 2.00-4.00pm	Ulidia Resource Centre Room 1
LMS: Angela Evans	Wednesday 18 January 2012 2.00-4.00pm	Board Room BELB Headquarters
Critical Incidents: Gayle Nixon and John	Thursday 1 March 2012 2.00-4.00pm	Ulidia Resource Centre Room 4
Facilities Management: Brendan O'Reilly	Wednesday 22 March 2012 2.00-4.00pm	Ulidia Resource Centre Room 4
Legal Issues: Peter O'Rawe and	Thursday 17 May 2012 2.00-4.00pm	Ulidia Resource Centre Room 1

Contact Details

Name	Department	Tel.	Web address/Email
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Brendan O'Reilly	Health and Safety	028 9056 4162	brendan.oreilly@belb.co.uk
Patricia Hughes	Open Enrolment	028 9056 4080	patricia.hughes@belb.co.uk

Area Advisers

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