



NewsFirst | 09

THE FIRST-TIME PRINCIPALS PROGRAMME

He Hōtaka mō ngā Tumaki hou

SEPTEMBER 2009

KIA ORA TATOOU

**First-time Principals Programme
(2009 Cohort)**
**Final Information for
Residential Course Two**
Consolidating Your Leadership
(8.30am Thursday 1st October to
3.30pm Friday 2nd October)
Centra Auckland Airport Hotel
Auckland

**PLEASE READ THIS
INFORMATION AS SOON AS
POSSIBLE**

RESIDENTIAL COURSE TWO COMING SOON!

Residential Course Two is from **Thursday 1st October to Friday 2nd October in Auckland**. When making your travel arrangements please note that the course will start after registration with **Whakatau at 9:25am on Thursday and finish at 3:30pm on Friday**.

TRAVEL & AIRPORT TRANSFERS

Please see the map (*attached*) for location of the Centra Auckland Airport Hotel. Please ensure that your travel arrangements are completed and you have received your E-ticket/itinerary from HRG Travel. If not please contact uoagroups@nz.hrgworldwide.com If you are travelling by air on your arrival please **look for a First-time Principals Programme welcome sign** as Mentors may be there to greet you. All participants should take and pay for (at your personal expense or BOT expense) the **Centra shuttle**

bus to the **Centra Auckland Airport Hotel**. The cost of this is \$10 for a return ticket. This bus has the words 'Centra' on it. The shuttle bus leaves the domestic terminal at 10 past and 20 to the hour from Air New Zealand - Door 6 & Qantas - Door 1.



HOTEL

The hotel venue for the residential course in Auckland is **Centra Auckland Airport Hotel** Cnr Kirkbride and Ascot Roads Mangere Auckland You can view its facilities and other information at www.centra.co.nz A map is attached.

HOTEL ARRIVAL AND CHECK-IN

For those of you arriving Thursday morning, please note that as it is hotel industry standard practice, your room will not be available until the end of Thursday. Check in will be at 5.00pm.

IMPORTANT. Please ensure you **name all of your bags**. Once you enter the Centra Auckland Airport Hotel please go straight to reception to arrange luggage storage. They will

then give you a docket. This will ensure all your luggage gets delivered to the correct place. If you have a computer or valuables please let them know (and you will get a second docket). Your luggage will be stored and then transferred to your room when it is ready. **There can be no early check-in upon arrival.** This is a non-negotiable contractual condition. We ask that you bare this in mind when dealing with hotel staff. **Please take whatever you may need on Day One out of your luggage before it is stored.**

Because a lot of luggage now looks the same please ensure you have some obvious identification attached to the outside of your luggage

PARKING

There is no charge for parking at the Centra Auckland Airport Hotel. Please note there is a barrier arm to get into the secure parking area. Please take a docket as you enter the carpark. It is very important that you secure your vehicle and leave no belongings in your car.



REGISTRATION

After organising your luggage please proceed to the First-time Principals Programme registration desk in the

hotel foyer to collect your course pack. The registration desk will be open from 8:30am onwards. Tea and coffee will be available in the foyer prior to 9.25am. There will be morning tea at approximately 10.05am. It will be appreciated if all participants are in the foyer by 9.20am for the Whakatau starting at 9.25am.



WHAT TO BRING

Your Laptop: The Centra has recently upgraded their network to a wireless service in all presentation spaces. Writing material, enthusiasm and a sense of humour will also prove invaluable.

REFRESHMENTS

Please note that hotel room mini bar refreshment items, room service, telephone calls and email service are **your personal hotel costs**. At meal times, fruit juice and mineral water are complimentary. At all times, **alcohol is a personal cost**.

PROFESSIONAL CONDUCT

Presenters have devoted significant thought to their session. We appreciate their expertise and generosity. We expect principals to model punctuality.

FTPP PROGRAMME

First-time Principals are supported by Regional and National programmes. The **Regional Programmes** are delivered by University based Leadership and Management Teams and by Regional MoE offices. These programmes provide FTPs with **School Management** advice

including compliance requirements. We have arranged for some MoE regional office representatives and Leadership and Management advisors to be available at Residential course Two. Clearly there are overlaps between the National and Regional programmes and some Leadership and Management advisors are actively involved in the FTTP as mentors or presenters.

The National First-time Principals Programme is delivered by the FTTP team from the Centre for Educational Leadership at the University of Auckland and is focussed on **Educational Leadership**. Residential courses provide an effective opportunity for principals to be introduced to the best and latest theories and practices about Educational Leadership.

E-learning facilitators will also be at residential course two and will offer one-on-one assistance to principals in the use of online resources and networks to support both school Management and Educational Leadership professional development. This network of support is summarised by the diagram on the next page of the newsletter.

RESIDENTIAL COURSE TWO

This course is titled 'Consolidating your Leadership'. On Thursday morning you will be welcomed by a Whakatau followed by morning tea.

The opening keynote will be from Professor **John Hattie** of the Faculty of Education at The University of Auckland. John will be speaking about the importance of using credible evidence to support strategic decisions about teaching and learning.

After lunch you will be able to choose from a selection of Case Study presentations. These are followed by the second keynote from the Dean of the Faculty of Education, The University of Auckland, **Graeme Aitken**, and will build on Professor Hattie's presentation by providing greater detail about the most effective teaching and learning strategies.

The day's activities conclude with a group photograph.

The evening programme begins with pre-dinner drinks. Dress for the dinner is smart/casual. After dinner

you will be informed and entertained by Terry Williams



The second day of the course begins with a keynote speech from Professor **Viviane Robinson** from the Centre of Educational Leadership at the University of Auckland. Her interactive presentation will provide practical advice about how to build trust in schools and how to tackle some of the most difficult relationship issues faced by principals.

Two more sets of options are planned for this day. The first group follows a theme of *leading change*. After lunch in the second set of options principals will be given the opportunity to select from a variety of presentations exploring the theme of *engagement*.

The final workshop of the course will provide an opportunity to reflect on what you have learned and will also focus on the development of your ongoing plans for further professional learning

Residential course two concludes with a Poroporoaki.



SELECTION OF OPTIONS SESSIONS

It is important that you select **two** options sessions and **one** case study session you would like to attend at the residential course. Please select these **ASAP**. Print a copy of your selections and bring this to the course. The options are available for

your online selection from **Friday 4th September**. There is one case study session on Thursday 1st October and two option sessions on Friday 2nd October. You are required to **choose one presentation in each of these sessions**. Most sessions have a **limited capacity**. When a session is full an alternative session will need to be selected.

Please refer to the programme overview (*attached*) which indicates when the options sessions will take place.

To choose your Options Sessions online please follow these simple steps after Friday September 5th.

1. Go to the website:

<http://online.firstprincipals.ac.nz>

2. Enter your First-time Principals Programme log-in name (which is the email address you provided for all correspondence) and your password

If you have already enrolled, login here

login name	<input type="text"/>
Password	<input type="password"/>
<input type="button" value="login"/>	

forgot your password?

3. When logged in, look under “What would you like to do?” Next to “Residential course events”, click on

4. Select your choice for each of the option sessions by following these simple instructions:

(a) Select a day

(b) Select an options session

(c) Select the topic

Information about the content of each session is provided at step

(b).

NOTE: If you have lost your password to login, please contact Yohei Guy y.guy@auckland.ac.nz

EDUCATIONAL LEADERS WEBSITE REGISTRATION

It is recommended that all FTPs register at the Educational Leaders Website, especially if they intend to take advantage of time available with Web Facilitators at the upcoming Residential.

To do so, simply visit

<http://www.educationaleaders.govt.nz/>

and click on the link ‘register’ at the top right corner of the page. Filling in the details, you then need to select your association with the FTTP. Activating the email confirmation will then confirm your registration and access to the site.



Ka kite ano

**John Locke & the Project Team
at The University of Auckland**

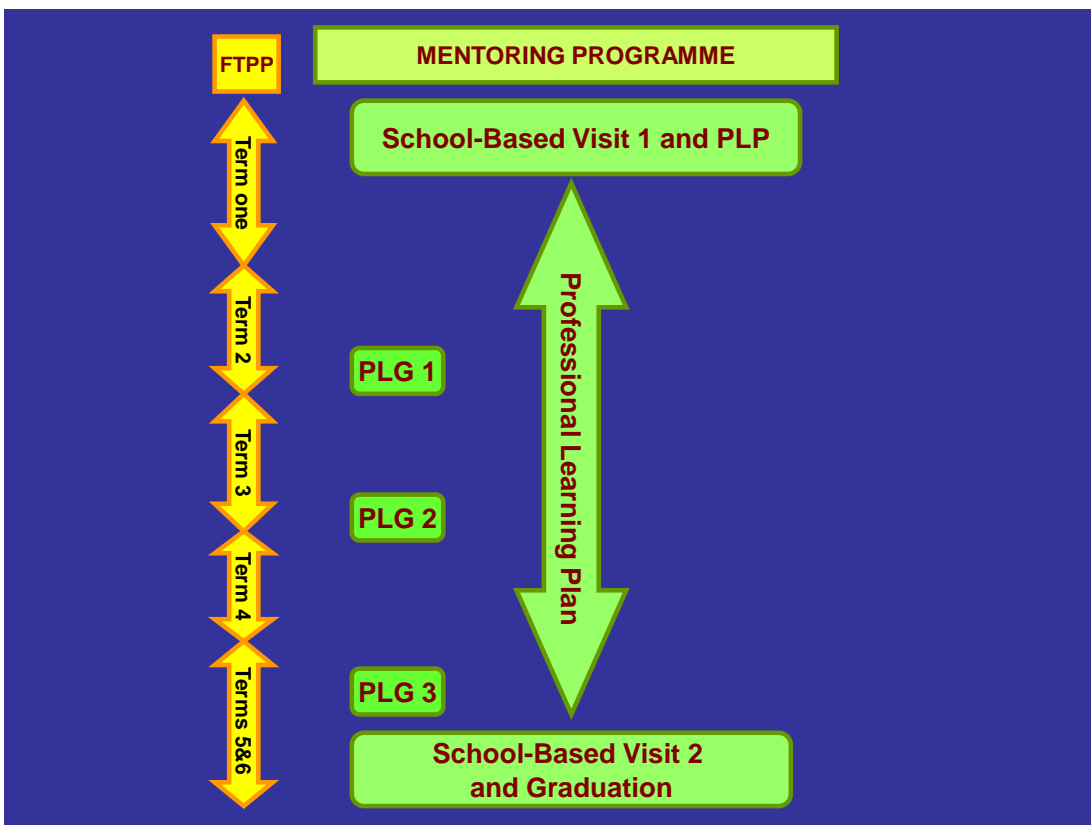


Diagram 1 provides an indication of when mentoring activities should occur during your induction.

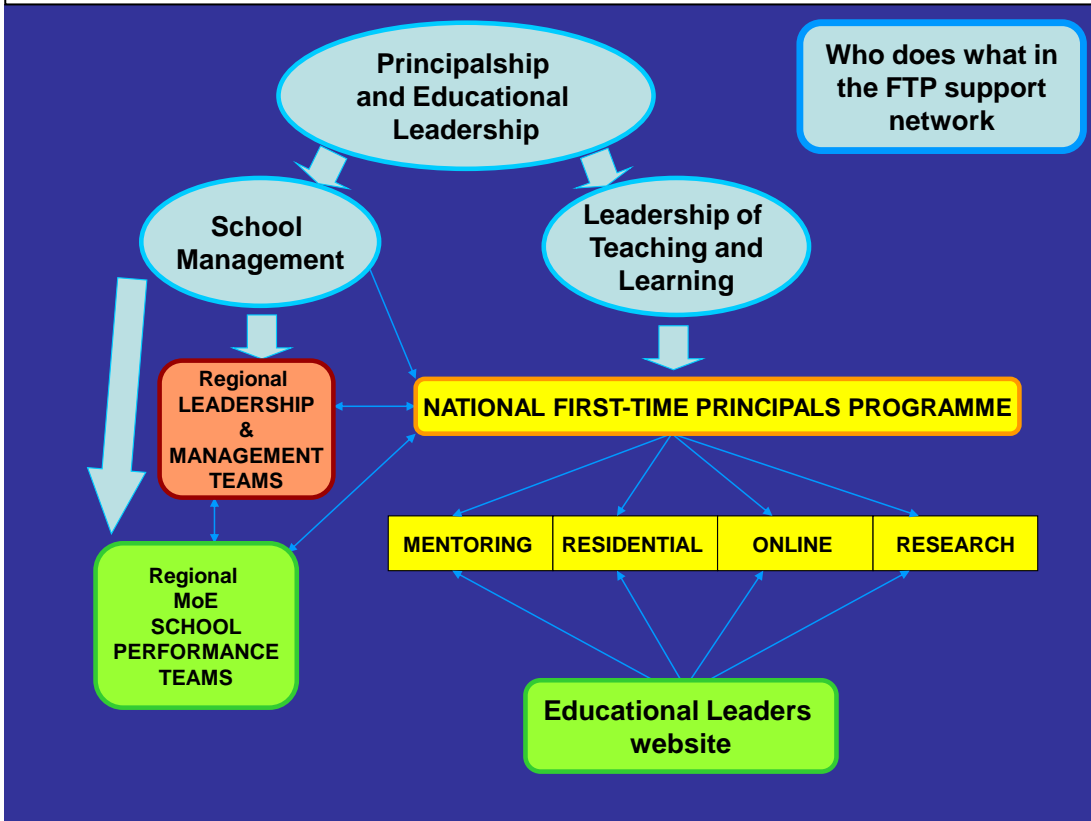


Diagram 2 illustrates the network of support available to FTPs and the particular responsibilities of providers.