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CEIST CLG

Summit House, Embassy Office Park, Kill, Co. Kildare

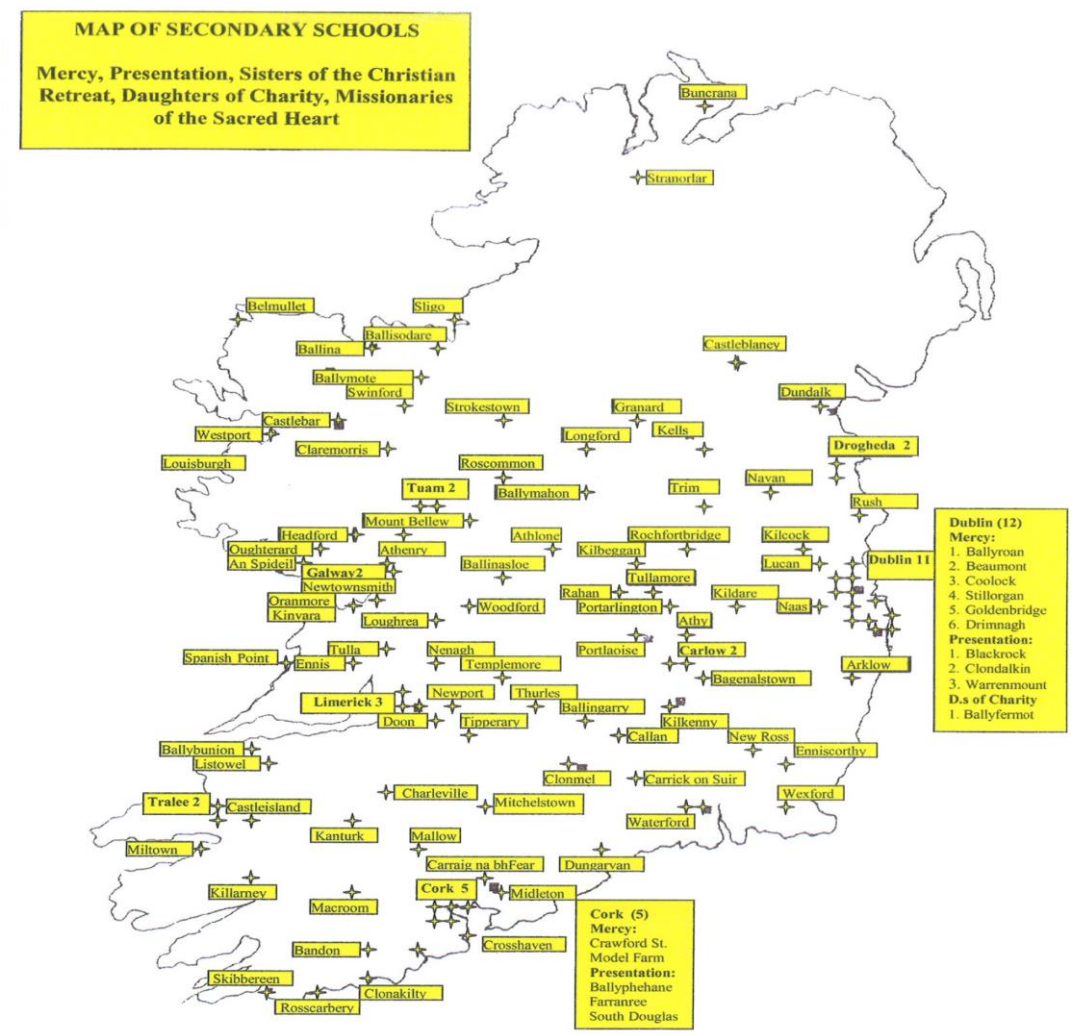
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CEIST
Training and Event Planner
2022-2023



Induction for Newly Appointed Deputy Principals 2022			
Date	23 August 2022		
Time	10.00 am – 3.30 pm		
Venue	The Killeshin Hotel, Portlaoise.		
Welcome to Staff new to CEIST Schools			
Date	29 August 2022		
Time	3.30 pm – 4.00 pm		
Venue	By Zoom		
Student Council Training will take place in 2022/23			
Dates & Venues to be agreed.			
Child Protection Training (including lunch) - Phase 1			
Date	6 September 2022		
Time	10.00 am – 2.00 pm		
Venue	Sheraton Athlone Hotel, Athlone.		
RE Teachers Information Session on CEIST RE Certification			
Date	7 September 2022		
Time	2.00 pm		
Venue	By Zoom		
CEIST Annual Conference 2022			
Date	29 & 30 September 2022		
Venue	Hodson Bay Hotel, Athlone		
Child Protection Training (including Lunch) – Phase 2			
Date	3 October 2022	4 October 2022	
Time	10.00 am – 2.00 pm	10.00 am – 2.00 pm	
Venue	Ardboyne Hotel, Navan	Killeshin Hotel, Portlaoise	
Date	5 October 2022	6 October 2022	
Time	10.00 am – 2.00 pm	10.00 am – 2.00 pm	
Venue	Woodlands Hotel, Adare	Hodson Bay Hotel, Athlone	
Middle Leadership Programme - Autumn 2022			
Date	5 October 2022	15 October 2022	22 October 2022
Time	5pm-7 pm	10.00am-4.00 pm	10.00am-4.00 pm
Venue	By Zoom	Navan Education Centre	Navan Education Centre
Induction for Newly Appointed Principals 2022			
Date	11 October 2022		
Time	10.00 am – 3.30 pm		
Venue	Hodson Bay Hotel, Athlone		
Boards of Management Changing 2022			
Date	15 October 2022		
Board of Management Training 2022			
At first meeting of new Board – dates to be agreed.			
Board of Management New Chairperson CPD & Training			
Dates to be agreed			
Formal School Visits 2022/23			
Dates to be agreed.			
AMCSS/JMB New Board Induction Training 2022			
Date	10, 12 & 14 November 2022		
Venue	To be confirmed.		

Principal Winter Network Meetings (including Lunch)			
Date	6 December 2022	7 December 2022	
Time	10.30 am – 2.30 pm	10.30 am – 2.30 pm	
Venue	Ardboyne Hotel, Navan	Midlands Park Hotel, Portlaoise	
Date	13 December 2022	14 December 2022	
Time	10.30 am – 2.30 pm	10.30 am – 2.30 pm	
Venue	Woodlands Hotel, Adare	Sheraton Hotel, Athlone	
Deputy Principal Network Meetings (including Lunch)			
Date	24 January 2023	30 January 2023	31 January 2023
Time	10.30am –2.30pm	10.30am –2.30pm	10.30am –2.30pm
Venue	Sheraton Hotel, Athlone	Castletroy Park Hotel, Limerick	Naas
Finance Sub-committee Training 2023			
Date	28 January 2023	4 February 2023	18 February 23
Time	11.00 am-1.00 pm	11.00 am-1.00 pm	11.00 am-1.00 pm
Venue	Clayton Hotel, Liffey Valley	Sheraton Hotel Athlone	Charleville Park Hotel, Charleville
Middle Leadership Programme Spring 2023			
Date	25 January 2023	11 February 23	25 February 23
Time	5pm-7pm	10.00am-4.00pm	10.00am –4.00pm
Venue	By Zoom	Limerick	Limerick
Ceiliúradh CEIST Celebrations			
Date	1 February 2023		
Student Leadership Conference -2023			
Date	February 2023		
Time	10.00 am – 3.00 pm		
Venue	Dublin		
Chairpersons' CPD (including Lunch)			
Date	4 March 2023.		
Time	10.00am to 3.00pm		
Venue	Hodson Bay Hotel, Athlone		
RE Teacher CPD (including Lunch)			
Date	7 March 2023	8 March 2023	9 March 2023
Time	10.00 – 3.00 pm	10.00 - 3.00 pm	10.00 - 3.00 pm
Venue	Naas	Woodlands Hotel, Adare	Hodson Bay Hotel, Athlone
Principal Summer Meetings (including Lunch)			
Date	21 June 2023 PROVISIONAL		
Time	10.00am – 2.00pm		
Venue	To be arranged.		
Leadership Gatherings			
In response to feedback received from senior school leaders we will have three on-line Gatherings during the course of 2022-23. The timings of these will be determined by developments in education during the year. Additional Gatherings, meetings, CPD, etc. can be arranged in response to demand.			

CEIST Submissions Calendar	
Month	Action
SEPT.	Prepare School Annual Accounts for forwarding to School Accountant.
OCT.	Oct. 1 st – Final date for submission of School Annual Report to Trustees
	Oct 1 st – Final date for submission of School Annual Statistical Return to Trustees
	Oct. 31 st – Final date for submission of Annual Licence Fee to Trustees
SEPT-OCT-NOV	BoM and Finance Sub Committee (FSC) review and approve School Annual Accounts
Jan	Jan 15 th – Final date for submission of School Annual Accounts and Reports to Trustees.
Mar.	Submit Child Protection Review Notification Letter. This can be done anytime between September and March 11.
APR-MAY	School Annual Budget to be prepared, reviewed, and approved by FSC and BoM
MAY	May 31 st – Final date for submission of School Annual Budget to Trustees
JUNE	June 30 th - Annual end of year Report to Trustees.
SEPT TO JUNE	<p><u>Submit the following to your CEIST FLG Co-ordinator:</u></p> <ul style="list-style-type: none"> Amended Admission Policies for Trustee Approval. All Board of Management Minutes (in draft form) including Principals Report, as soon as possible following Board Meetings. FSC reports to be submitted monthly using the CEIST Excel Template
Appendix V Application Forms must be submitted to the CEIST office by the following dates to be considered at the next CEIST Board of Directors' meeting.	
2022	2023
August 16 th 2022 September 20 th 2022 November 1 st 2022 November 29 th 2022	January 17 th 2023 March 14 th 2023 April 25 th 2023 June 13 th 2023
To comply with the Articles of Management a Board must submit an Appendix V to request Trustee approval for all capital expenditure in excess of any discretionary capital expenditure approved by the Trustees. An Appendix V must also be submitted to request Trustee approval for all capital works and for permission to apply for DES Grants for Capital Works. In all cases approval must be sought in advance as there is no retrospective approval.	