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Description automatically generated**

**Action Register**

(Updated DDMMYY)

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| --- | --- | --- | --- | --- |
| |  | | --- | | *Responsible Officers update on the status of Actions from Previous SLT Meeting. Progressive tracking of Deep Dive Topics and issues for review at next PD Day* | | | | |
| **ITEM Ref** | **Actions** | **Responsible Officer** | **Status** |
| *Actions noted from previous meeting* | | | |
| ITEM 3 | *EXAMPLE: V to seek advice from LALB on OneSchool delegations for schools.*  *Carry over.* | *V* | *Carry over.* |
| ITEM 4 | *EXAMPLE: Y to discuss with the Transform PAG concerns with the lag in updated support available from the Help Desk when there are IT advancements.*  *R is seeking that information. Carry over.* | *Y* | *Service Centre staff are working overtime to get through open jobs. They are having difficulty in closing jobs as teachers are not easily contactable. Service Centre are recommending that the BM or admin are the contact for jobs. There are shortages in IT staff impacting on service. The recommended actions for schools are employing IT support in clusters and using orange cards.* |
| ITEM 4 | *EXAMPLE: X and Y to have offline conversation about regional/state induction and bunker model and how this can be a strategy to minimise risk #323 Fraud and Corruption.* | *X and Y* | *Completed. There will be conversations through the Bunker to update principals.*  *Y has been working with D about the updated Risk Register, which is due to be signed off by Q following review.* |
| ITEM 5 | *EXAMPLE: W to organise a working group meeting to focus on Indigenous outcomes and report proposed action plan to REMB.* | *W* | *Completed. A status report will be provided today.* |
| ITEM 6 | *EXAMPLE: ECEC team to undertake a deep dive in Early Start data to identify model schools and ways to encourage implementation.* | *K* | *We were unable to get the data in time but would like to do the deep dive at the next meeting.* |
| ITEM 6 | *EXAMPLE: V to develop RBP Spotlight for the next communique.* | *V* | *Completed.* |
| **Log** | **Future Deep Dive Topics** | **Presenter** | **Last Status** |
| DD/MM | *EXAMPLE: Topic* | *PS* | *Agreed to present at next SLT* |
| **Log** | **Issues for Review at Next PD Day** | **Lead** | **Last Status** |
| *DD/MM* | *EXAMPLE: Student lifecycle end-to-end consistent experience* | *PS* | *Agree important but held off due to ATAR implementation priority* |