

HPTT Focused Teamwork: Yearly Schedule

Primary School EXAMPLE (LCC Cycle Compatible)

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| HPT Teacher Team Meetings | Whole School Meetings |
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| | Term 1 | Term 2 | Term 3 | Term 4 |
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| Week 1 | Whole School Staff Meeting | Whole School Staff Meeting | Whole School Staff Meeting | Whole School Staff Meeting |
| Week 2 | Student Data Discussion – select student for CM | Student Data Discussion – select student for CM | Student Data Discussion – select student for CM | Student Data Discussion – select student for CM |
| Week 3 | Case Management 1 – Focus students | Parent Teacher Interviews/School Focus | Case Management 1 – Focus students | Parent Teacher Interviews/School Focus |
| Week 4 | Reasonable adjustments | Case Management 1 – Focus students | Reasonable adjustments | Case Management 1 – Focus students |
| Week 5 | Whole School Staff Meeting | Whole School Staff Meeting | Whole School Staff Meeting | Whole School Staff Meeting |
| Week 6 | Case Management 2 (Review) – Focus students | NCCD Evidence Review | Team Wellbeing: Pulse Benchmarks Conversation 1x Booster | Case Management 2 (Review) – Focus students |
| Week 7 | Team Wellbeing: Pulse Benchmarks Conversation 1x Booster | Case Management 2 (Review) – Focus students | Case Management 2 (Review) – Focus students | Team Wellbeing: Pulse Benchmarks Conversation 1x Booster |
| Week 8 | After Moderation | Team Wellbeing: Pulse Benchmarks Conversation 1x Booster | After Moderation | End Moderation |
| Week 9 | Before Moderation | After-After Moderation | Before Moderation | Whole School Staff Meeting |
| Week 10 | Whole School Staff Meeting | Before Moderation | Whole School Staff Meeting | No meeting |