



Graeme Hamilton
Waimate High School
"The presenters were
great – I learnt a lot.
Many thanks for an
interesting day."

South Island School Caretakers & Property Managers CONFERENCE

9.00am-3.45pm, Thursday, 9 June 2011
Riccarton Park Function Centre, Christchurch

- SI's only conference specifically for school property managers
- Fantastic range of topics
- Industry insights from experts
- Field trip option
- Great networking opportunities
- Personal development opportunity
- Relevant trade displays

Why you should attend this conference!

As a result of feedback from previous years' events, this year's we will showcase mainstream property topics – with an extra focus on best-practice areas of project management, compliance with Building Code, and performing classrooms.

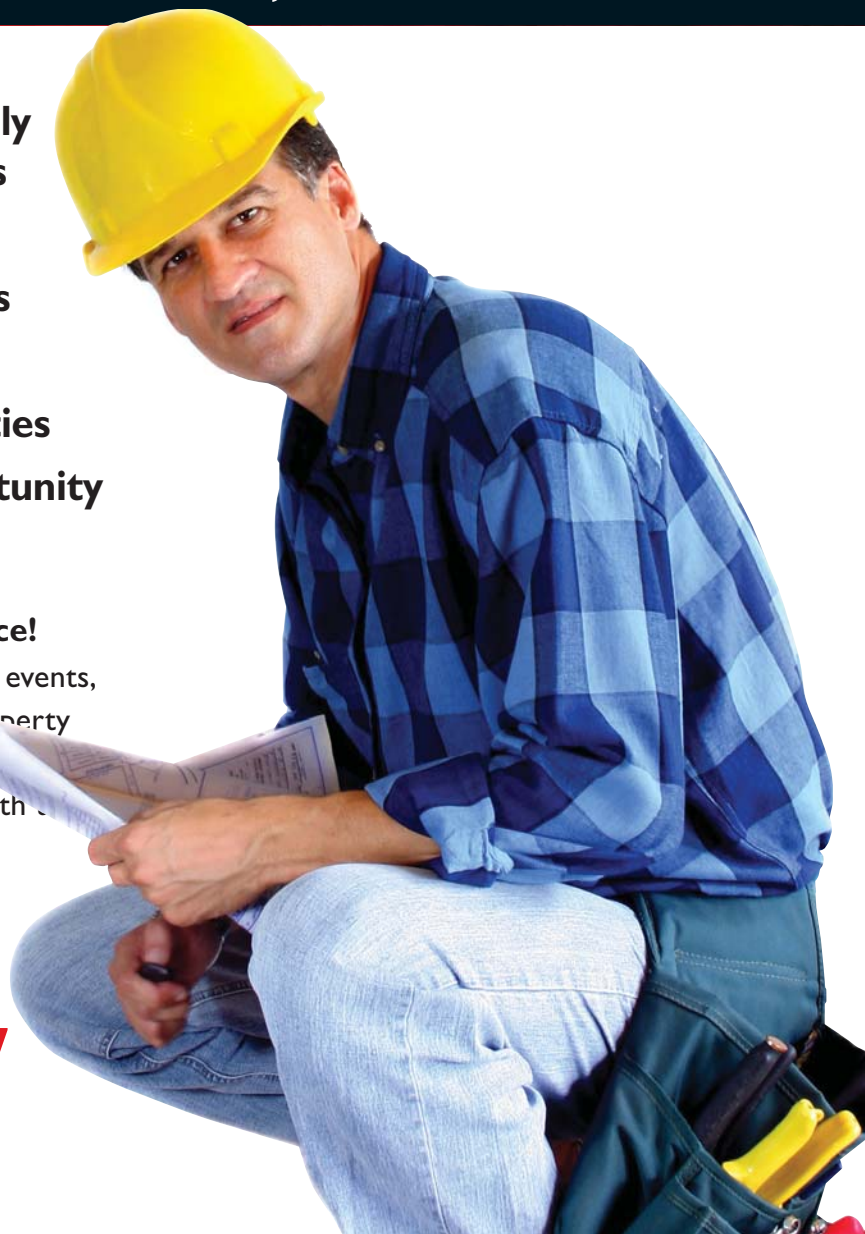
3 ways to register ...

fax free: **0800 205 762**

phone free: **0800 205 267**

online: **www.cessler.org.nz**

(Look under seminars/conferences)



South Island School Caretakers' & Property Managers' CONFERENCE / FIELD TRIP

PROGRAMME OF EVENTS – THURSDAY 9 JUNE 2011

8.15am-9.00am

Registration

9.00am-9.15am

Introduction: Welcome to participants, housekeeping

Wayne Jamieson, Marketing Manager, CES

9.15am-10.00am

Keynote Speaker: Dale Kirk (Methcon) – “P, Schools and Society”

Understanding the risks and implications of methamphetamine abuse to schools, property management staff and the wider community.

10.00am-10.30am

Morning Tea

10-30am-12.30pm

MORNING WORKSHOP or FIELD TRIP (2 hours each)

Choose one of the following:

A. Field Trip (Limited to 10 delegates only)

Visit behind-the-scenes at the new Christchurch City Council building to see examples of best design practice in action.

B. Working in a Team: Kathy Jamieson

You contribute to the success of your school. Learn how being part of a team drives your actions; helping to see the big picture

C. Managing Hazardous Materials: Janet Connachie

Industrial hygiene; handling and management of hazardous substances

D. Personal Safety Around the School Site: Stewart O'Reilly

Identifying risks to yourself, other staff and students; challenging situations; responding to violent and aggressive people

E. Fire Safety and Evacuation of Buildings: Mark Thomas

How to identify and minimise potential risk; best practice

12.30pm-1.30pm

Networking Lunch

1-30pm-2.45pm

AFTERNOON WORKSHOP (1hr 30mins each)

Choose one of the following:

A. Communicating Across Cultures: Sue Saunders

Dealing with different cultures is a fundamental part of your job. Sue has strategies which will help to build better relationships.

B. Being Assertive: Kathy Jamieson

What does it mean? Why does it matter? How it can help in your job.

C. Civil Defence and Your School: Jamie Richards

Civil Defense is an essential part of school life – learn more about the role of Civil Defence and how it affects your school.

D. NEW – Modern Learning Environments: Harvey Duncan

Harvey is the architect of the new Clearview School. Hear his fresh approach to designing an innovative teaching and learning environment.

2.45pm-3.15pm

Conclusion / Prize Draw / Drinks

3.15pm-3.45pm

RHYTHM INTERACTIVE -

We put the theme "Action speaks louder than words" to the test.

CONFERENCE

CONFERENCE SPEAKER PROFILES

Dale Kirk Managing Director, Methcon Group

Methcon Group is a specialist company which provides drug education, advice and specific training programmes relating to methamphetamine and other addictive drugs. Managing Director, Dale Kirk, is a former Police Detective with several years experience in the field of drug investigation and the specialised area of methamphetamine manufacture. Dale's presentation will be hard hitting and factual as he explains the nature and science of addiction and its inevitability. The aim is to provide an understanding of what makes this drug so destructive, while giving you meaningful "tools" to make appropriate, informed decisions.

Kathy Jamieson Jamieson Harvey & Associates

Kath has been consulting to business since 2001, specialising in individual and team performance improvement. She has many years of corporate experience in line management and Human Resources and has developed a wealth of practical experience working with staff and management at all levels. Her session will cover how to recognise the differences between aggressive, passive and assertive behaviour; why some people are "difficult" to deal with; using a win-win approach and practicing assertive responses; learning to say "no" when you have to; building trust and maintaining respect in your relationships.

Janet Connochie Senior Chemical Consultant ChemSafety

After graduating with a B.Sc. (Hons) from the University of Canterbury, Janet advanced her academic career as a research student at Southwestern University, Texas, USA. She has also completed the Graduate Diploma in Laboratory Technology at CPIT. She joined ChemSafety in 2002 is now a Senior Chemical Consultant and HSNO Test Certifier. Janet's workshop will examine the types of hazards that may be present in your school, including chemicals (used for both teaching property management), asbestos, and exposure to dust fumes and noise. She will talk about identifying hazardous materials, safe management and compliance issues. Discussion of specific examples will be included, and participants are invited to submit issues in advance (contact Wayne@cessl.org.nz).

Harvey Duncan Opus Consultants

Harvey is the architect of the new Clearview School. Hear about his fresh approach to designing an innovative teaching and learning environment.

Stewart O'Reilly Managing Director, TSSL

Stewart has worked as an educator in both New Zealand and Britain. While living in the UK, he began a career in security. After being exposed to terrorism, Stewart returned to New Zealand with an ambition to protect his homeland from its effects. After spending 15 years working for the NZ government specialising in counter terrorism, he decided to combine his two career paths, (educator and counter-terrorist specialist) by purchasing Training Systems and Solutions Ltd (TSSL). Stewart's workshop will cover: identifying risks to yourself, other staff and students; the law relating to Occupational Health and Safety; self-defence and the legitimate use of force: challenging situations (when and how they occur, and how to minimise and prevent escalation); responding to violent and aggressive people; responding to higher level threats (active shooters, terrorism).

Mark Thomas Fire Risk Management Officer NZ Fire Service

Before moving to his present position, Mark was an operational firefighter and officer for over 20 years. His current responsibilities include investigation and Police liaison, and active co-operation with other agencies in an attempt to reduce the number of deliberately lit fires. Mark's session will introduce the *New Zealand Fire Service Management and Staff Guide to Fire-Safe Schools* which includes tools and strategies to both prevent and deal with fires within schools.

Sue Saunders Communication Works

Sue has a passion for written and spoken English. Her experience as Business Communication lecturer led her to establish Communication Works, a company specialising in the delivery of communication skills to corporate, educational and government organisations. She works in the areas of business writing and public speaking, as well as running workshops in workplace communication, motivation, team building and customer service. Her training has seen 1000's of people enjoy new-found writing and speaking skills, resulting in tangible benefits.

Rhythm Interactive Innovative Entertainment

An entertaining stage performance performed through mime is part of Rhythm Interactive's signature theme, "Actions speak louder than words!" Each delegate will be given an African-style hand drum to participate in an energetic and fun filled-activity. Winner of the 2009 CEG People's Choice Awards. Category: Best Nationwide Entertainment

“The presenters were excellent ... they were knowledgeable and the sessions flowed in a logical sequence...”

Graham Pearson
St Joseph's School, Nelson





School Caretakers' & Property Managers' South Island Conference

Registration Form – Thursday 9 June 2011

I would like to attend the South Island Caretaker & Property Managers' Conference
 (Please use a separate registration form for each enrolment, photocopies are welcome).

Registration details

Name

Position

School

Postal address

Email Address

Name to appear on Name Tag:

Please send us an invoice for the total of \$

Choose one session from the field trip/morning workshops and one session from the afternoon workshops. Bookings are allocated on a first-come, first-served basis, so although every effort will be made to accommodate your choice/s, we reserve the right to select an alternative.

SOUTH ISLAND CARETAKERS' & PROPERTY MANAGERS' CONFERENCE Please decide now which workshop/field trip you want to attend and tick the relevant squares.

MORNING SESSION (choose one only)		AFTERNOON SESSIONS (choose one only)	
<input type="checkbox"/> Session A	Field Trip (limited to 10 delegates)	<input type="checkbox"/> Session A	Communicating Across Cultures
<input type="checkbox"/> Session B	Working in a Team	<input type="checkbox"/> Session B	Being Assertive
<input type="checkbox"/> Session C	Managing Hazardous Chemicals	<input type="checkbox"/> Session C	Civil Defence and Your School
<input type="checkbox"/> Session D	Personal Safety Around the School	<input type="checkbox"/> Session D	Modern Learning Environments
<input type="checkbox"/> Session E	Fire Safety and Evacuation		

PAYMENT

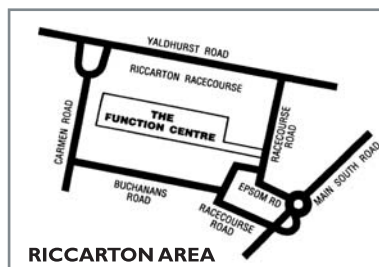
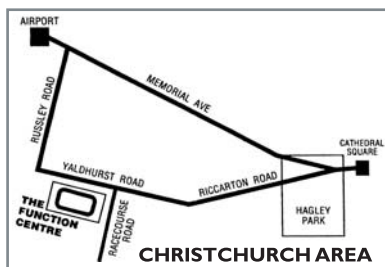
Registration fee includes workshops and/or field trip, speakers, morning tea and buffet lunch. (\$250.00 per person)

NB: all fees exclude GST of 15%. Places are strictly limited and final confirmation is subject to availability, so please register early. Any questions, contact Wayne 0800 205 267, or email wayne@cessl.org.nz

Cancellation Policy: You may send a substitute in your place. Cancellations received five days prior to the event will attract a full refund. Regrettably no refunds can be made for cancellations received after this date.

To register: fax free 0800 205 762, post-free to PO Box 414 Christchurch 8140,
 or go to [www.cessl.org.nz/seminars & conferences](http://www.cessl.org.nz/seminars&conferences)

LOCATION: RICcarton PARK FUNCTION CENTRE, RICcarton RACECOURSE



- Free on-site carparking right outside the conference centre
- Only 15 minutes from CBD
- Only seven minutes from ChCh International Airport

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REGISTRATION