

## Teacher Communication : Week 7 2017

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### Sign In Book

It appears that very few teachers are using the sign in book in the staff room at 45 Mann Street. We perceive the procedure to be ... come to the staff room to pickup your rolls, read any notices on the notice board, pickup any free stuff off the kitchen table, make a coffee, say g'day, then SIGN IN and go off to your studio. This way we know who is in. The book is located on top of the wooden bookshelf. I'm sorry the pens keep disappearing. This is a compliance issue and is there for your safety in the event of a safety incident occurring.

### Buildings and Studios

The toilet block at 45 Mann Street has been completed, thanks to Rod for organising all this work. Just a reminder that the middle toilet is the one for staff to use.

### Coming Up

18th March - teachers are welcome to come to Mimosa Duo (gypsy violin/guitar) on Saturday night in the Robert Knox Hall from 7.30pm. However, you must book your ticket beforehand (limit of one per teacher please). There will be no freebies at the door. To book, go to [www.trybooking.com/OGOF](http://www.trybooking.com/OGOF) and use the discount code CC17-STAFFPRO to get 100% off the adult ticket price.

[AGM - March 20th](#) from 6.30pm in The Robert Knox Hall

1st April - the **Fiona Lugg Trio** of Fiona (bass), Gavin Ahearn (piano) and Toby Hall (drums) present [I Got Rhythm](#), an exciting concept of interactive workshop/concert focusing on developing the Swing feel. Fiona has offered for teachers/conductors to come along as participants (learn how to play swing, how to teach swing and take away some useful resources to continue the learning process) or as observers (recommend your students as participants, come along and support them, learn something more about jazz & swing). The fee to participate or observe ... there is no fee, call it Professional Development !. The workshop starts at 4pm. Anyone interested, I will also need a hand bringing some percussion stuff into the Hall if you're free from 2pm Saturday 1st April. Please register your interest if you would like to be a participant at [here](#).

## **Staff Movements**

**Erica Young** has cut down to two days per week, Tuesdays and Thursdays and her responsibilities will be to manage customer queries through email, phone and over the counter. We will shortly advertise for a new full time customer service position. In the interim, if you have any queries regarding room allocations or AMEB exams, please speak to Lisa. We will miss having Erica here for the four days but her decision is based on personal circumstances where she needs to not work as many days.