

Induction Schedule August 2025: Primary & Secondary Teachers

Thursday 7th August

Time	Event	Venue/Location
Approx 6:30	Group flight arrival - Members of Senior Leadership to greet you at the airport - Buses will take you straight your accomodation (either Todsamon or LaSalle)	Suvarnabhumi Airport
Approx 07:30	Matt Seddon (Secondary Principal) will welcome staff arriving at LaSalle Suites Sarah McCormack (Primary Principal) will welcome staff arriving at Todsamon	Todsamon & LaSalle Suites
07:45 - 16:00	Time in apartments	
12:00 - 14:00	Optional trip to Central - Trip to a supermarket - Trip to get a sim card (needed ahead of visiting the bank)	Buses will wait outside Todsamon & LaSalle Suites
16:00 - 16:45	Welcome Meeting & Laptop/Cash pick-up (if applicable)	Con 420
16:45	Transport to LaSalle Avenue (venue of Wine Connection)	Front of school
17:00	Optional social at local restaurant	La Salle Avenue - Wine Connection
19:00 - 20:00	Return transport to Todsamon or Lasalle Suites	

Friday 8th August (*Wear Comfortable Shoes and bring a water bottle for the school tour - it's a BIG Campus*)

Time	Event	Venue/Location
07:30	Bus pick up from accommodation	Lasalle Suites
7:35	Collection from Gate 7 for Todsamon Residents (To guide you into school)	Gate 7
7:45 - 8:30	Welcome Pack Collection & Document Drop-off	Exhibition Hall
07:45 - 08:30	Breakfast with Leadership Team	Exhibition Hall
08:30 - 10:00	Welcome to Bangkok Patana School	Theatre
10:00-10:30	Coffee Break	Exhibition Hall
10:30-12:00	Tour of the School	Various
12:00 - 12:45	Lunch	Secondary Canteen
12:45	Trip to bank (for those who do not already have a local account)	Front of school
17:30	Pick-up from accommodation	La Salle Suites & Todsamon
18:30	Evening Social with members of Senior Leadership (Venue TBC)	TBC
20:30	Transport back to accommodation	La Salle Suites & Todsamon

Saturday 9th August

Time	Event	Venue/Location
10:00	Optional Shopping Trip to Mega Bangna (Home of IKEA, Home Pro and More!) - Buses will meet you outside your accomodation	Mega Bangna

Sunday 10th August

Time	Event	Venue/Location
18:00	Optional Meal at Local Thai Restaurant (Walkable from Accommodation - Social Buddies to walk you there)	Orange and White
Monday 11th August (HR Day - Formal Dress required for some formalities, Vice Principals return)		
Time	Event	Venue/Location
8:15	Bus pick up from accommodation	Lasalle Suite
8:30 - 9:15	Breakfast with Academic Leadership Team (ALT) & HR	Exhibition Hall
9:15 - 9:30	New Staff group photo	Front of school
9:30- 10:00	Introduction to the Business team and HR presentation	Theatre
10:00 - 11:30	Secondary: - Medical Check-up (staff only) and Visa Photos (dependents to attend as well) - Secondary School Team 'treasure hunt'	Primary Hall (<i>Private and Confidential Space</i>)
		Y2 Collaborative Space
	Primary: Introduction to Academic Information Management Systems, inc. Firefly, PowerSchool and MS Teams.	CON 420
11:30 - 12:30	Early Lunch	Secondary Canteen
12:30 - 14:00	Secondary: Introduction to Academic Information Management Systems, inc. Firefly, PowerSchool and MS Teams.	CON 420
	Primary: - Medical Check-up (staff only) and Visa Photos (dependents to attend as well) - Primary School Team 'treasure hunt'	Primary Hall (<i>Private and Confidential Space</i>)
		Y2 Collaborative Space
By Appointment	Home Help Sessions	Cross Campus Staff Room
14:00	Transport back to Lasalle Suite	Front of school
Tuesday 12th August (Mother's Day - Public Holiday)		
Wednesday 13th August (Assistant Principals return)		
Time	Event	Venue/Location
08:15	Bus pick up from accommodation	La Salle Suites
8:30 - 10:15	Secondary: Introduction to Curriculum and Assessment	2nd Floor, Senior Studies (SST 215)
	Primary: Introduction to Safeguarding and Pastoral	Primary Hall
10:15 - 10:45	Break	SST 215 & Primary Hall
10:45 -12:30	Secondary: Introduction to the Pastoral Programme	2nd Floor, Senior Studies (SST 215)
	Primary: Introduction to Curriculum	Primary Hall
12:30 - 13:30	Lunch	Secondary Canteen
13:30 - 14:30	Optional transport to Central (shopping trip) or time in classrooms	Front of school
15:00	Transport back to Lasalle Suite	Front of School
Thursday 14th August (C Posts return)		
Time	Event	Venue/Location
8:15	Pick up from Accommodation	La Salle Suites
08:30 - 10:15	Secondary: Introduction to Head of Faculties - Planning and Prep Time in Faculties (HoY to Meet with LOCO and GRRO)	Meet in 2nd Floor, Senior Studies HoY - SEC 203

09:30 - 10:15	Primary: High Quality Teaching and Learning	Primary Hall
10:15 - 10:30	Break	
10:30 - 12:00	Secondary: Introduction to Heads of Year - Role of Tutor/Co-Tutor/Support Tutor (HoF to Meet with LUJO and ANRO)	2nd Floor, Senior Studies (SST 215)
	Primary: Introduction to Year Group/Subject Leaders - Planning and Prep Time in Classrooms	Classrooms
12:00 - 13:00	Lunch	Secondary Canteen
13:00 - 15:00	Planning and preparation time	Faculties/Classrooms
	Whole School Middle Leaders Meeting	Primary Hall
14:30 - 15:00	Optional Tech Support Drop-in Clinic	Cross Campus Staff Room
15:00	Optional Wine & Cheese with Middle Leaders	Cross Campus Staff Room
Friday 15th August		
Time	Event	Venue/Location
07:30-11:00	New Student Induction	Exhibition Hall, Theatre & Conference Centre
08:15	Pick up from Accommodation	La Salle Suites
08:30 - 09:00	Healthy Living in Bangkok Presentation (with Health Insurance Representatives)	Con 420
09:00 - 10:30	Cross Campus Perspectives & Living & working in Thailand	Con 420
10:30 - 12:00	Planning and Prep Time with MLs	Depts
12:00 - 13:00	Lunch	Secondary Canteen
13:00-15:00	Secondary: Planning & Prep time	Classrooms/Depts
	Primary: - Non Middle Leaders; planning & Prep time - Middle Leaders; Meeting	Classrooms Primary Hall
17:30 (TBC)	Depart for River Cruise	Front of School
19:30	Board boat for dinner cruise	Shangri-La Hotel, Private Pier
21:00	Return to Accommodation	