# Induction Schedule August 2026

| **Thursday 6th August** | | |
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| **Time** | **Event** | **Venue/Location** |
| 6:00 | Airport Arrival | Suvarnabhumi Airport |
| 07:30 (TBC) | Arrive at accommodation | Todsamon & LaSalle Suites |
| 07:45 - 16:00 | Time in apartments | |
| 12:00 - 14:00 | **Optional** trip to Central<br>- Trip to a supermarket<br>- Trip to get a sim card | Todsamon & LaSalle Suites |
| 15:45 | Shuttle bus from LaSalle Suites to school<br>Staff will meet colleagues at Todsamon and walk them over | Todsamon & LaSalle Suites |
| 16:00 - 16:45 | Welcome Meeting | Con 420 |
| 17:00 | **Optional** social at local restaurant | La Salle Avenue - Wine Connection |
| 19:00 - 20:00 | Return transport to Todsamon or Lasalle Suites | |
| **Friday 7th August** (***Wear Comfortable Shoes and bring a water bottle for the school tour - it's a BIG Campus***) | | |
| **Time** | **Event** | **Venue/Location** |
| 08:00 | Bus pick up from accommodation | Lasalle Suites |
| 08:05 | Bus Pick-up from LaSalle Suites and then met at the front of school<br>Collection from Gate 7 for Todsamon (to guide you into school) | Gate 7 / Front of School |
| 08:15 - 09:00 | Welcome Pack Collection, Laptop Pick-Up & Document Drop-off | Exhibition Hall |
| | Breakfast with Leadership Team | Exhibition Hall |
| 09:00 - 10:30 | Welcome to Bangkok Patana School | Primary Hall |
| 10:30-11:00 | Coffee Break | Exhibition Hall |
| 11:00-12:30 | Tour of the School | Various |
| 12:30-13:15 | Lunch | Primary Dining Hall |
| 13:15 | Trip to visit sim card and/or the bank for account setup | Front of school |
| **Saturday 8th August** | | |
| **Time** | **Event** | **Venue/Location** |
| 10:00-12:00 | **Optional** Shopping Trip to Mega Bangna (Home of IKEA, Home Pro and more) | Mega Bangna (IKEA drop-off) |
| **Sunday 9th August** | | |
| **Time** | **Event** | **Venue/Location** |
| 11:00 | Bus pick up from accommodation | LaSalle Suites & Todsamon |
| 11:30-14:30 | **Optional** social at 'The Blue Parrot' | The Blue Parrot |
| 14:30 | Return transport to accommodation | |
| **Monday 10th August** *(Wear school attire)* | | |
| **Time** | **Event** | **Venue/Location** |
| 07:30 | Bus Pick-up from LaSalle Suites and then met at the front of school<br>Collection from Gate 7 for Todsamon (to guide you into school) | Lasalle Suite |
| 07:45-08:30 | Breakfast with Academic Leadership Team & HR | Exhibition Hall |

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| 08:30-09:00 | Introduction to the Business team & HR presentation | Theatre |
| 09:00-09:45 | Health Insurance & Healthy Living in Thailand | Theatre |
| 09:45-10:15 | Break | Exhibition Hall |
| 10:15 - 12:00 | **Secondary:**<br>- Medical Check-up (staff only) and Visa Photos (dependents to attend as well)<br>- Secondary School Team 'treasure hunt' | Primary Hall *(Private and Confidential Space)*<br>Y2 Collaborative Space |
| | **Cross Campus:**<br>- Medical Check-up (staff only) and Visa Photos (dependents to attend as well)<br>- Cross Campus Team 'treasure hunt' | Primary Hall *(Private and Confidential Space)*<br>Y2 Collaborative Space |
| | **Primary:** Introduction to Academic Information Management Systems, inc. Firefly, iSams and MS Teams. | CON 420 |
| 12:00-12:45 | Lunch | Primary Dining Hall |
| 12:45-14:30 | **Secondary:** Introduction to Academic Information Management Systems, inc. Firefly, iSams and MS Teams. | CON 420 |
| | **Cross Campus:** Introduction to Academic Information Management Systems, inc. Firefly, iSams and MS Teams. | CON 420 |
| | **Primary:**<br>- Medical Check-up (staff only) and Visa Photos (dependents to attend as well)<br>- Primary School Team 'treasure hunt' | Primary Hall *(Private and Confidential Space)*<br>Y2 Collaborative Space |
| By Appointment | **Optional** Home Help Sessions | Cross Campus Staff Room |
| 14:30 & 15:30 | Transport back to Lasalle Suite | Front of school |

**Tuesday 11th August**

| Time | Event | Venue/Location |
|---|---|---|
| 07:30 | Bus pick up from accommodation | La Salle Suites |
| 07:45 - 08:00 | New Staff group photo | Front of school |
| 08:15 - 09:45 | **Secondary:** Introduction to Curriculum and Assessment | Sec 205 |
| | **Primary:** Pastoral and Curriculum Basics: Getting Ready for Week 1 | Primary Hall |
| | **Cross Campus:**<br>- **Head of Libaries:** Libraries and Teaching & Learning at Patana<br>- **Academy Coaches:** Introduction to ECAs & Sports/Academies | Cro 105 |
| 09:45-10:15 | Break | Cross Campus Staffroom, SST 215 & Primary Hall |
| 10:15-12:00 | **Secondary:** Introduction to the Pastoral Programme | Sec 205 |
| | **Primary:** Pastoral and Curriculum Basics: Getting Ready for Week 1 *(then introduce to teaching spaces)* | Primary Hall |
| | **Cross Campus:**<br>**- Academy Coaches:** Tour of Sports/Academy Facilities<br>**- Head of Libaries:** The Library & School Development Plan | Cro 105 |
| 12:00-13:00 | Lunch | Primary Dining Hall |
| 13:00-14:30 | **Safeguarding Core Training - All new staff** | Con 420 |
| 14:30 | Transport back to Lasalle | Front of School |

**Wednesday 12th August (Mother's Day - Public Holiday)**

**Thursday 13th August (Assistant Principals & C Posts return)**

| Time | Event | Venue/Location |
|---|---|---|
| 07:30 | Bus pick up from accommodation | La Salle Suites |

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| 07:45 - 10:00 | **Secondary:**<br>- Introduction to Head of Faculties (HoFs) - Planning and Prep Time in Faculties<br>- **New PE staff:** Coaches meeting for PE, Sport & Academy staff | Sec 205<br>Con 405 |
| | **Primary:**<br>- Time in departments with HoYs/HoDs<br>- **New PE staff:** Coaches meeting for PE, Sport & Academy staff | Classrooms<br>Con 405 |
| | **Cross Campus:**<br>- **Academy Coaches:** Coaches Meeting for PE, Sport & Academy staff<br>- **Head of Libaries:** Library Operations - Budgets, KPI's, Purchasing, etc... | Con 405<br>Cro 105 |
| 10:00-10:30 | Break | |
| 10:30-12:00 | HAPI only: ALT meeting | Lib 207 |
| 10:30 - 12:00 | **Secondary:** Time in departments with HoFs | Depts/Classrooms |
| | **Primary:** Time in departments with HoYs/HoDs | Depts/Classrooms |
| | **Cross Campus:** Team tine/optional house hunting | Depts |
| 12:00 - 13:00 | Lunch | Primary Dining Hall |
| 13:00 - 14:30 | **Secondary:**<br>- **New staff**: Introduction to Heads of Year - Role of Tutor/Support Tutor | Sec 205 |
| | **Primary:**<br>**- Non-leaders:** Time in departments<br>- **Middle Leaders:** Primary MLs Staff Meeting | Classrooms/Depts<br>Primary Hall |
| | **Cross Campus:** Team time/optional house hunting | Faculties/Classrooms |
| 13:00 - 14:30 | Primary Middle Leaders Meeting | Primary Hall |
| 13:00 - 14:30 | **Optional** Tech Support Drop-in Clinic | Cross Campus Staff Room |
| 14:30 | **Optional** Wine & Cheese with Middle Leaders | Cross Campus Staff Room |
| 16:00 | Transport back to Lasalle | Front of school |

**Friday 14th August**

| Time | Event | Venue/Location |
|---|---|---|
| 07:15 | Bus pick up from accommodation | La Salle Suites |
| 07:30-12:00 | New Student Induction & New Family BBQ [Staff parents & MLs to attend] | Exhibition Hall, Theatre & Conference Centre |
| | Rest of new staff - planning & prep time in their departments | Classrooms/Depts |
| 12:00 - 13:00 | Lunch | Primary Dining Hall |
| 13:00-14:30 | **Non-leaders:** Planning & Prep time | Classrooms/Depts |
| 13:00-15:00 | **SLs & MLs:** Whole School Middle Leaders Meeting | |
| 14:30 & 15:30 | Transport back to Lasalle | Front of school |
| 17:30 | Depart for River Cruise | Todsamon & LaSalle Suites |
| 19:00 | Board boat for dinner cruise | Shangri-La Hotel, Private Pier |
| 21:30 | Return to Accommodation | |

**Monday 17th August** (All staff return)

| Time | Event | Venue/Location |
|---|---|---|
| 07:00 - 07:45 | Breakfast | Secondary Dining Hall |
| 08:00 - 08:45 | Whole School Staff Welcome Back | Theatre |
| 08:45-09:00 | Transition | |

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| 09:00-10:00 | **Cross Campus:** Team time | Year Groups and Dept Offices |
| | **Primary:** Staff Meeting | Theatre |
| | **Secondary:** Staff Meeting | SST215 |
| 10:00-10:30 | Coffee Break | Exhibition Hall & SST215 |
| 10:30 - 12:00 | **Cross Campus:** Staff Meeting | Con 420 |
| | **Primary:** Staff Meeting & Classroom Prep | Theatre |
| | **Secondary:**<br>- MaiaLearning Platform Training [for teachers of Y13 and interested Y12 teachers) who have to write LORs<br>- Self Directed time | SST215<br><br>Year Groups and Dept Offices |
| 12:00 - 12:50 | Lunch | Secondary Dining Hall |
| 12:50-13:50 | **Safeguarding: Adult Behaviour Concerns**, Session 1 (or self directed time) | |
| 13:50-14:00 | Transition | |
| 14:00-15:00 | **Safeguarding: Adult Behaviour Concerns**, Session 2 (or self directed time) | |

| **Tuesday 18th August (CPL)** | | |
|---|---|---|
| **Time** | **Event** | **Venue/Location** |
| 07:00 - 07:45 | Breakfast | Secondary Dining Hall |
| 8:00-9:00 | **Cross Campus:** Team time | Con 420 |
| | **Primary:** Whole Staff Keynote (Jonny Allams) | Theatre |
| | **Secondary:** Faculty Meetings | Depts |
| 9:00-10:00 | **Cross Campus:** Team time | Year Groups and Dept Offices |
| | **Primary:**<br>**FS & KS1:** Phonics Training | Primary Hall |
| | **KS2:** Workshop with Jonny Allams | Con 401 |
| | **Specialists:** Assessment Workshop | Y2 Collaborative Space |
| | **Secondary:** Faculty Meetings | Depts |
| 10:00-10:30 | Break | Cross Campus Staffroom |
| 10:30-11:30 | **Cross Campus:** Team time | Depts |
| | **Primary:**<br>**FS & KS1:** Phonics Training | Primary Hall |
| | **KS2:** Workshop with Jonny Allams | Con 401 |
| | **Specialists:** Team time | Depts |
| | **Secondary:** Year Group Meetings | |
| 11:30-11:40 | Transition | |
| 11:30-12:30 | **Safeguarding: Student Images** | TBC |
| 12:30-13:30 | Lunch | Secondary Dining Hall |
| 13:30-14:30 | Team Time | Year Groups & Departments |
| 13:30 - 14:00 | Global Citizenship Team Meeting (Only Teachers delivering KS4 GC need attend) | Sec 209 |
| 14:00 | New Student Welcome calls from Secondary Tutors/Primary Class Teachers | Online |