



EDUCATION ADMIN & PROPERTY CONFERENCES 2026

www.SHOOLED.nz

SCHOOLS AREN'T JUST IN OUR NAME... THEY ARE IN OUR DNA!

Schooled is not just our name, it's a massive part of who we are. We started as Canterbury Education Services in 1989 as a school owned co-operative, and the education sector has been a huge part of who we are for over 35 years.

We work with schools, kura, early childhood centres as well as non-profits and community groups across Aotearoa.

DID WE MENTION ALL OUR PROFITS SUPPORT EDUCATION?

We went through a legal restructure in late 2024 so that we are set up right to keep doing what we do, and to boost the support we can provide the education sector. Schooled is owned by the CES Foundation and all of our profits go to the CES Foundation to fund their work to support early childhood, primary, intermediate and secondary education in Aotearoa.

Working with Schooled helps to make a real difference to education in our country, rather than a new car or holiday for a business owner, because it's the students that matter.



WHEN WE'RE NOT RUNNING EVENTS...

Schooled is your go-to partner for making school management smoother and more efficient. We offer a **range of services** designed to take the stress out of the essential tasks that keep your school running.

Financial Services

- Monthly Reporting
- Video Reporting
- Payroll
- Full Processing
- Accounts Payable
- Consultancy

Elections

- Parent & Staff By-Elections
- Parent School Board Elections
- Staff and Student Elections
- Integration with your SMS
- Full election management from start to finish

Board & Governance

Support

- Board Portal
- Fixed Asset Stock takes
- Board Secretarial Services
- Principal Appointment
- Consultancy

Election Stats

Schooled Election Pilot is the largest provider of electronic school board elections in NZ.

In 2025 we supported 949 schools and kura, running over 1600 elections for over 750 000 voters and covering over 53% of the total student population!

Our 2026 Conferences

Our admin and property conferences are back, and bigger than ever! Whether it's your first time or you are a regular, our admin and property conferences will keep you up to date with changes in the education sector and make sure you have all the knowledge, connections, and tools you need to stay ahead in the game.

We know education admin and property staff are superheroes... Our conferences help you stay at the top of the heap.

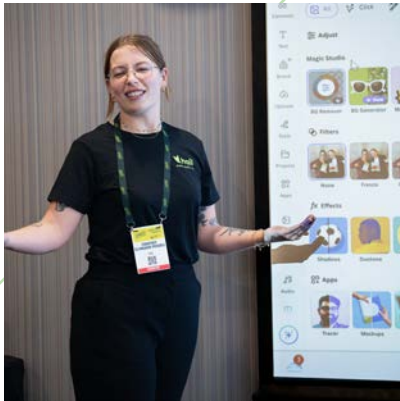




Our events are designed to give you top-tier insights from industry experts, practical skills you can implement right away, and plenty of opportunities to network with like-minded professionals. From engaging workshops to powerful keynote sessions, each event promises to leave you feeling motivated and equipped to take on the next challenge.

Admin Conferences

Get the inside track on school operations, governance, and admin excellence. We know the admin team are the glue that holds a good school together and our Admin Conferences make sure your admin team have up to date skills and knowledge to ensure your kura is up to date.



Property Manager Conferences

Property staff are responsible for a lot of compliance and health and safety work on a campus. Our Property Conferences ensure they have relevant and current information to support the vital work that happens in your kura.



Relevant Keynote Speakers

We source keynote speakers that are relevant to the education sector, have practical information that can support your kura and are engaging, (because lets be honest, there is nothing worse than a punishing keynote to end the day!).



Admin Conference Series



- Gain expert insights and practical skills
- Learn strategies to improve efficiency and reduce stress
- Stay updated on the latest finance and technology trends
- Connect with fellow school administrators

Overview – essential skills & insights for school administrators

Join us for expert-led sessions and hands-on workshops designed for school administrators, business managers, and support staff. Covering finance, payroll, technology, workplace dynamics, and personal development—there’s something for everyone.

 **Multiple locations – find one that suits you!**
Auckland North & South | Rotorua | Wellington | Christchurch | Dunedin

ONLY
\$495.00^{+GST}

Key Workshops & Sessions



School Finance & Budgeting – Practical strategies for managing finances, payroll, and EdPay updates.



Technology & Productivity – Mastering Google Suite, Microsoft 365, and AI for efficiency.



Workplace Dynamics & Communication – Setting boundaries, giving feedback, and managing workload.



Personal Well-being & Resilience – Stress management, burnout prevention, and work-life balance.

Inspiring voices



Keynote Speaker

John Parsons

John Parsons is a highly regarded Internet Safety and Risk Assessment consultant and has worked extensively in the education sector in Aotearoa. John is a published author and social commentator who works throughout Aotearoa.

John's work with schools and kura focuses on keeping our children safe. School administration staff are often heavily involved in managing the website and social media for the school and his skills will increase the capability of all staff to manage the risks inherent with the internet and protect the children, staff and the reputation of the kura.

Spotlight

Steve Smith



Steve is the Google for Education Kaiarahi/ Country Manager at Google.

Coming from a background of over 20 years as a teacher in Aotearoa Steve now gets to support staff in schools with unleashing the advantages of appropriate technology to support students and school operations

Meredith Kennett



Meredith is the President of Te Whakarōputanga Kaitiaki Kura o Aotearoa – New Zealand School Boards Association.

Meredith has spent most of her career in professional learning & development and human resources. She has also been involved in school boards since 2014 and on the NZSBA National Board since 2020

OVERVIEW

Admin Conference Series

PROGRAMME

Keynote Speaker



With over 15 years of frontline experience working with schools and families who have experienced traumatic events, John has gained unique insight into how to promote safe and responsive learning environments for all stakeholders.

John provides PLD to organisations including Police, Orangi Tamariki, Age Concern, District Health Boards and Senior Leadership within schools, delivering safeguarding education.

Event Locations

Book now to secure your spot and make 2026 your year of growth, learning, and connection. Get your booking underway before they sell out!

If you require booking assistance
Visit our website or email:
hello@schooled.nz



Auckland North

Tuesday 12 May

📍 North Harbour Stadium



ADMINS 

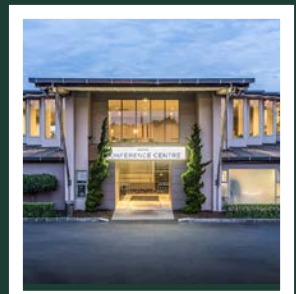
BOOK NOW

\$495.00 +GST

Auckland South

Wednesday 3 June

📍 Waipuna Hotel



ADMINS 

BOOK NOW

\$495.00 +GST

PROGRAMME

Conference Schedule

- 8:00 AM - Registration
- 8:45 AM - Welcome
- 9:00 AM - Session 1
- 10:10 AM - Morning Tea
- 10:40 AM - Session 2
- 11:50 AM - Session 3
- 1:00 PM - Lunch
- 1:40 AM - Session 4
- 3:00 PM - **Keynote Speaker**
- 4:00 PM - Prize Draws
- 4:30 PM - Wrap Up

The Admin Series is Brought to you by:



Rotorua

Thursday 14 May

Pullman Hotel



ADMINS

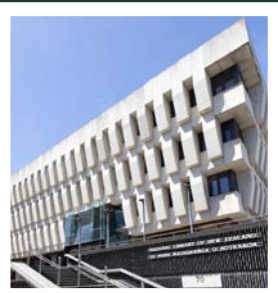
BOOK NOW

\$495.00 +GST

Wellington

Wednesday 10 June

Tiakiwai Conference Centre



ADMINS

BOOK NOW

\$495.00 +GST

Christchurch

Wednesday 20 May

Riccarton Park



ADMINS

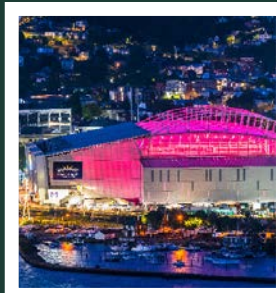
BOOK NOW

\$495.00 +GST

Dunedin

Tuesday 16 June

Forsyth Barr Stadium



ADMINS

BOOK NOW

\$495.00 +GST

Sessions

Please refer to individual events for specific speakers and timing

MOE: Kura Finance Local School Finance Advisors - Ministry of Education

This session will cover the questions they get asked frequently and challenges they see on a regular basis.

Including donations, fundraising strategies, and accountability, as well as the importance of planning for ongoing maintenance and utilizing MOE funding effectively. Participants will also learn how to allocate school budgets efficiently for staffing, programs, and infrastructure. Practical exercises will allow attendees to create sample budgets and collaborate on strategies to maximize financial resources, followed by a Q&A session to share experiences and best practices.

MOE: Attendance Collection & Reporting Katrina Young, Manager Data & Information & Alison Anderson, Business Improvement Principal Advisor - Ministry of Education

There's a clear connection between going to school regularly and doing well in the classroom. This workshop, hosted by the Ministry of Education, will explore key aspects of attendance data including attendance coding,

ensuring data quality, and making the most of the Every Day Matters reports. The session will also provide an update on current attendance initiatives and strategies to support improved engagement.

Tips For Navigating The Xero Ecosystem Bronwyn Guy, Auckland East Manager, Sunita Kalidas, Auckland West Manager or Yasmin Sellars, Christchurch Manager - Schooled Ltd

You've been using Xero for years, but are you using it to its full potential? Join us as we uncover features that some Xero users don't even know about. We will look at increasing efficiencies, cutting errors, and smooth your workflow.

Payroll Essentials: Accuracy, Compliance & Confidence
**Bronwyn Guy, Auckland East
Manager, Schooled Ltd**
Do you know how to use Edpay to its full capacity? Are you able to project your banking staffing for the year? Join Bronwyn to take a tour of Edpay and understand other information you should use to keep track of employee details (especially for auditors). She will also demo how to project your banking staffing for the year.

Online Child Protection John Parsons, Cyber Safety & Risk Assessment Consultant - Citizen 21 Limited

John provides powerful advice, empowering school & kura staff with practical tips he has learnt over 20 years. Topics include:

- Online sexual exploitation
- Internet based abuse
- Online pornography
- A new approach to screen time
- The importance of sleep
- Let children be children

Understanding Your School's Privacy Obligations James Ting-Edwards, Senior Policy Advisor, Loren Saxton, Senior Solicitor or Eve Kennedy, Policy Manager - Office Of The Privacy Commissioner

Hear from the Office of the Privacy Commissioner about what privacy obligations your school needs to follow, how to do this, and how to get help and training. They'll also answer some common and tricky questions like, what do I do if someone is asking for information about a child? Can I tell someone if I suspect child abuse? Can I use the photos I took at sports day on the school Facebook page? Is it okay to put kid's medical needs in the school camp booklet for

parent helpers? And what to do if your school has a privacy breach.

Streamline Your Workflow With Google For Education Tools

Steve Smith, NZ Country Manager, Education - Google

Are you getting the most out of the tools that are built into Google for Education? Come to the workshop to see what tools you have available to you, both AI and non-AI, to help you achieve what you need to reduce stress and save time. This will be a hands-on workshop so bring your device with you.

AI In Google For Education

Steve Smith, NZ Country Manager, Education - Google

Come to this Workshop to learn all about the safe and secure, built-in AI tools inside Google for Education for everyone at your school. Steve will help you understand how to achieve the tasks you need to with much less effort.

More Than A Minute Taker: The Strategic Role Of The Board Secretary

Meredith Kennett, President - Te Whakarōpūtanga Kaitiaki Kura o Aotearoa | NZ School Boards Association

Explore the pivotal role of the board secretary as a strategic partner in governance. Far beyond taking minutes, the board secretary is central to effective board operations, serving as the primary conduit for information flow, record keeping, and compliance. We'll unpack the essential foundations of the role and examine how skilled professionals elevate it to a position of influence within the boardroom.

Latest Updates On EdPay The EdPay Team - Education Payroll Limited

This workshop will cover the most recent updates and enhancements to EdPay, including new features, system improvements, and best practices for school payroll management. We'll walk through key changes, provide insights on common payroll challenges, and share tips to streamline processes. Attendees will also have the opportunity to ask questions and gain clarity on how to maximize EdPay's functionalities for their school.

Improving Your School Communications

Courtney Ellingham-Prebble, Customer Success Specialist - Hail.to

Is your school communicating enough — or maybe too much? This workshop will help you refine how your school connects with parents and the wider community, making messages clear, consistent, and purposeful. You'll explore:

- How to choose the right channels and frequency for your messages.
- Using AI thoughtfully to draft newsletters, reports, or updates while keeping your school's authentic voice.
- How to streamline your communications so every message has impact, reducing unnecessary noise and keeping your community engaged.
- How platforms like Hail integrate AI to make school storytelling easier, faster, and more consistent — without compromising security.

Whether you're seeking fresh ideas, practical tips, or ways to save time, this session gives you the tools to communicate smarter and stay connected with your community.

Level Up Your School's Digital Presence

Courtney Ellingham-Prebble, Customer Success Specialist - Hail.to

Your school's digital presence tells your story — let's make it shine. In this session, you'll learn how to use tools like Canva and Hail to create consistent, engaging content and transform everyday communications — newsletters, info packs, and wellbeing hubs — into digital experiences that are easy to update, share, and measure.

You'll also get practical tips for imagery, video, and social media to keep your online presence professional and cohesive. Perfect for schools wanting to connect with their community and stand out with ease.

AI Tools For Administrators: Let The Robots Help!

David Kinane, Director - Dakinane Limited

You may have dabbled with ChatGPT or CoPilot but what can these tools actually do for you in a practical sense? Every week new AI tools are released to the public, becoming more task specific in the process. Many of these tools have a free aspect and in this session, we will look at how you can best leverage the tools you already know and also introduce you to task specific tools that you may find indispensable in your daily workflow.

Google Drive, Calendar & Slides: Get The Software To Do The Heavy Lifting

David Kinane, Director - Dakinane Limited

Organising your files and your workflow will help you become more efficient. In this session we will look at how you can

utilise the tools in Google Drive and Google Calendar to make your workflow more efficient and therefore, save you time. We will look at how you can organise and structure your files in Google Drive, use tasks to manage your mail and calendar, we will look at add-ons that you can add to your Google workflow to do specific tasks and finally we will look at some of the great features in Google Slides that make it so much more than just a presentation tool.

Google Docs & Sheets: Developing Efficient Workflows

David Kinane, Director – Dakinane Limited

Half the challenge of getting to grips with the Google environment, is working out how the developers designed efficient workflows. You probably spend most of your time working in Google Docs and Sheets and an efficient workflow between these two tools is essential. In this session we will look at how you can set up your Google Doc template to make document creation smoother and more efficient. We will look at using tables, but from Google Sheets to create dynamic data, especially if you are sharing documents. We will look at the building blocks features of both Google Docs and Sheets, finally we will look at add-ons like Autocrat which can be used to mail merge data from sources such as Google Forms.

Staying Steady Under Pressure

Chris Wallace, Senior Facilitator – LDT Consulting

Tools from neuroscience and emotional intelligence to stay calm, think clearly, and manage stress in tough moments.

Saying No Without Burning Bridges

Chris Wallace, Senior Facilitator – LDT Consulting

How to decline requests or push back on unrealistic expectations while maintaining professionalism and trust.

Working With Challenging Colleagues

Chris Wallace, Senior Facilitator – LDT Consulting

In any workplace there are people we get along with – and people we don't. Understand why and identify tips for better workplace interactions.

Why People Behave The Way They Do

Chris Wallace, Senior Facilitator – LDT Consulting

Understand everyday psychology and personality patterns so you can respond effectively, not react emotionally.

MS Excel: Tips and Tricks That Save You Time

David Jackson, Managing Director – Ripped Orange

Discover new techniques to save time when working with Excel. This interactive session offers valuable insights for both beginners and experienced users.

Join us to learn efficient methods for analyzing data, creating charts, and comparing data lists. We will also cover practical formulas and introduce how CoPilot AI in Excel can help streamline your workflow even further.

All participants will gain access to an online course that explores all these tips in greater depth, allowing you to review the tricks and strategies at your convenience.

HERO: Top Tips For Heroic Administrators

The Hero Team – HERO SMS

The team at Hero understands the needs of busy office administrators using Hero in their schools. We are delighted to be at the Schooled Conference again this year, sharing a wealth of knowledge on Hero's superpowers for administrators. During this session we look at tips and tricks to streamline processes, dive into recent developments and enhancements, and provide lots of time for Q&A.

eTap Tips & Tricks

Angela Johnston, Education Lead & Coach – eTap SMS

Join our Workshop and Stay Ahead with Recent Developments. Gain a concise overview of eTAP and explore new tools. We'll share time-saving tips to optimise your experience. Discover how eTAP's advanced all-in-one solution transforms school processes, streamlines communications and live reporting, boosts functionality, supports data driven decisions with sophisticated data analysis & data visualisations and minimises third-party app use.

Edge & Helix: Tips & Tricks

The Edge & Helix Team – Edge Learning Solutions

Whether you are new to Edge or an admin professional, Phil's tips and tricks will help you streamline your workflow. Phil will cover:

- Managing enrolments, leavers, caregivers, staff
- Efficient calendar scheduling
- Class and group organisation
- Printing lists
- Notifications management
- Financial management through the mobile app.

Change Readiness

Dr Barbara Rysenbry, Facilitation Lead, Dr Dougal Sutherland, Principal Psychologist or Dr Allanah Casey, Facilitation Coach – Umbrella Wellbeing

This session helps you understand your own and others' responses to change using the Kübler-Ross Change Curve. Learn how mood, energy, and performance can shift during uncertain times and explore factors that influence reactions. We'll also focus on practical strategies to build adaptability, including:

- Managing your mindset
- Adopting a compassionate stance to support yourself and others
- Focusing on what you can control.

Resilience During Uncertain Times

Dr Barbara Rysenbry, Facilitation Lead or Dr Allanah Caset, Facilitation Coach – Umbrella Wellbeing

Explore how resilience fluctuates during change and uncertainty using four key descriptors: overwhelmed, surviving, adapting, and thriving. This session raises understanding of normal adjustment responses and provides practical strategies based on a New Zealand wellbeing model:

- Diaphragmatic breathing
- Stop and pause
- Take control
- Acknowledge your reactions right now
- Boost positive emotions.

Creating & Contributing To An Anti-Bullying Work Culture

Dr Barbara Rysenbry, Facilitation Lead – Umbrella Wellbeing

One in four workers in Aotearoa experience bullying

or harassment at work each year. This session explores how to create an inclusive, psychologically safe workplace that supports wellbeing and team performance.

Session objectives:

- Recognise what workplace incivility, bullying, and harassment look like, and how they differ from a supportive team dynamic
- Identify individual and organisational factors that foster an anti-bullying culture
- Create an action plan to apply learning after the session.

Energy 4 Life

Jo Fife, CEO – Workplace Wellbeing

If you're tired of running on empty or hitting those afternoon slumps, this session is for you. Energy 4 Life unpacks the science of how your body actually creates energy — from your mitochondria (your tiny powerhouses) to the role blood sugar, nutrition, movement, and recovery play in keeping you steady throughout the day. You'll learn how "good stressors" can strengthen your cells, and discover practical strategies to improve your daily energy.

Finding Your Focus

Jo Fife, CEO – Workplace Wellbeing

With an increase in screentime, stress, sickness, use of stimulants and sleep deprivation, many of us are struggling to find or maintain our focus. This has negative consequences for our wellbeing, productivity and quality of life!

This workshop explains how our environment and behaviours are stealing our focus and provides evidenced based advice to help everyone regain

control of their minds.

Participants will learn:

- How our focus is controlled
- What impacts our focus
- Environmental factors stealing our focus
- Behavioural factors stealing our focus
- Strategies to regain your focus

Stress & The Wheel Of Wellbeing

Jo Fife, CEO – Workplace Wellbeing

This presentation will help participants assess their wellbeing using our 'Wheel of Wellbeing' model, so they can develop a customised plan to manage their stress and wellbeing.

Participants will learn:

- How stress impacts your body and mind
- The signs and symptoms that you are coping with an unhealthy level of stress
- How to strengthen your resiliency and response to stress
- Assess your wellbeing using our Wheel of Wellbeing, based on the four pillars of wellbeing
- Develop a unique plan to manage your stress and wellbeing.

ADMIN SERIES

Workshop schedule

Auckland North | North Harbour Stadium
Tuesday 12 May

Choose 1 workshop per session

| Time | Workshop & Presenter | 3pm Keynote speaker - John Parsons |
|-------------------------------------|---|------------------------------------|
| Session 1 9:00 - 10:10am | Tips For Navigating The Xero Ecosystem - Sunita Kalidas Improving Your School Communications - Courtney Ellingham Prebble AI Tools for Administrators: Let the Robots Help! - David Kinane Change Readiness - Dr Barbara Rysenbry Staying Steady Under Pressure - Chris Wallace Microsoft Excel: Tips and Tricks That Save You Time - David Jackson | |
| Session 2 10:40 - 11:50am | MOE: Kura Finance - Local MoE School Finance Advisor MOE: Attendance Collection & Reporting - Katrina Young & Alison Anderson Level Up Your School's Digital Presence - Courtney Ellingham Prebble Saying No Without Burning Bridges - Chris Wallace Google Drive, Calendar & Slides: Get The Software To Do The Heavy Lifting - David Kinane Microsoft Excel: Tips and Tricks That Save You Time - David Jackson (Repeated Session) | |
| Session 3 11:50 - 1:00pm | Online Child Protection - John Parsons Understanding Your School's Privacy Obligations - James Ting-Edwards Latest updates on EdPay - Education Payroll Team Working With Challenging Colleagues - Chris Wallace Resilience During Uncertain Times - Dr Barbara Rysenbry Google Docs & Sheets: Developing Efficient Workflows - David Kinane | |
| Session 4 1:40 - 3:00pm | More Than A Minute Taker: The Strategic Role Of The Board Secretary - Meredith Kennett Payroll Essentials: Accuracy, Compliance & Confidence - Bronwyn Guy HERO: Top Tips For Heroic Administrators - Hero Team eTap: Tips & Tricks - Angela Johnston Edge & Helix: Tips & Tricks - Edge Team Creating & Contributing To An Anti-Bullying Work Culture - Dr Barbara Rysenbry | |

Auckland South

Waipuna Hotel
Wednesday 3 June

Choose 1 workshop per session

| Time | Workshop & Presenter | 3pm Keynote speaker - John Parsons |
|-------------------------------------|---|------------------------------------|
| Session 1 9:00 - 10:10am | Tips For Navigating The Xero Ecosystem - Bronwyn Guy Streamline Your Workflow With Google For Education Tools - Steve Smith Improving Your School Communications - Courtney Ellingham Prebble Google Drive, Calendar & Slides: Get The Software To Do The Heavy Lifting - David Kinane Staying Steady Under Pressure - Chris Wallace Microsoft Excel: Tips and Tricks That Save You Time - David Jackson | |
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Rotorua

Pullman Hotel
Thursday 14 May

Choose 1 workshop per session

| Time | Workshop & Presenter | 3pm Keynote speaker - John Parsons |
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Wellington

Tiakiwai Conference Centre
Wednesday 10 June

Choose 1 workshop per session

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Christchurch

Riccarton Park
Wednesday 20 May

Choose 1 workshop per session

| Time | Workshop & Presenter | 3pm Keynote speaker - John Parsons |
|-------------------------------------|---|------------------------------------|
| Session 1 9:00 - 10:10am | Tips For Navigating The Xero Ecosystem - Yasmin Sellars Energy 4 Life - Jo Fife Improving Your School Communications - Courtney Ellingham Prebble Saying No Without Burning Bridges - Chris Wallace AI Tools for Administrators: Let the Robots Help! - David Kinane Microsoft Excel: Tips and Tricks That Save You Time - David Jackson | |
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Major Prize Draw

 | Total value of over \$2400


Every attendee across all six Admin Conferences goes in the draw to win a major prize of an Apple iPad Air 11" WIFI+Cellular, Apple Magic Keyboard and Apple Pencil Pro.

Spot Prizes

Over \$6500 of spot prizes

In total across the Admin Series

A huge selection of spot prizes will be available at each Admin Conference including - a morning tea shout for your kura, wine, spirits, prezzy cards and more!

Property Conference Series



- Gain expert insights and practical skills
- Participate in hands-on training
- Network with fellow school property professionals
- Find solutions to your school's challenges

Overview

Join us for expert-led sessions and hands-on workshops designed for school property managers, caretakers & leadership teams. Covering grounds and planting, playground safety, lockdowns, fire extinguisher training and more—there's something for everyone.



Multiple locations – find one that suits you!

Auckland | Christchurch

ONLY

\$495.00^{+GST}

Key Workshops & Sessions



Playground Safety & Liability – Risk management and compliance tips.



MOE Property Management & Maintenance – Latest updates and best practices.



Fire Extinguisher Training – Hands-on skills for emergency situations.



Manual Handling & Workplace Safety – Injury prevention strategies.



Working at Heights & Contractor Safety – Managing risks and compliance.



Lockdowns & Personal Safety – Keeping our staff and students safe.



Green Spaces & Outdoor Learning – Creating better school environments.

Inspiring voices



Keynote Speaker

Bryce Casey – Broadcaster & Mental Health Advocate

Bryce Casey is well known for his time on the morning show of The Rock, he is also the 2020 Sir Paul Holmes Broadcaster of the Year and is a passionate advocate for mental health and bringing joy and light into dark conversations.

Spotlight

Alan Joliffe



Alan Joliffe is a highly experienced horticulturist, educator, and manager with over 28 years in the management of botanic gardens, parks, recreation, and heritage places. He has also spent more than 18 years in tertiary education, serving as a Principal Lecturer in recreation, tourism, and management, and holding senior leadership roles including Acting Dean and Associate Dean.

Alan currently serves as President of the Royal New Zealand Institute of Horticulture.

Steve Schroder



Steve Schroder is the Managing Director of Smart Safety Solutions, a New Zealand consultancy that helps New Zealand businesses turn health and safety requirements into practical, workable systems. He serves on the NZISM Health & Safety Committee and the board of ME Support, and is completing a Master's in Workplace Health & Safety. Steve regularly trains leaders and property teams on contractor management, asbestos, electrical safety, and psychosocial risk, with a focus on critical-risk assurance and simple routines that actually stick.

OVERVIEW

Property Conference Series

PROGRAMME

Keynote speaker



Mental health has touched Bryce deeply after losing close friends to suicide and this has driven him to discuss how suicide has affected him and what can be done to support people.

Over the years Bryce has raised over \$1.3m for the I AM HOPE Foundation from various events including bowling for 58 hours straight, playing darts for 24 hours and more!

Continuing in this vulnerability Bryce takes his honesty into all parts of his life, opening up about his and his wife's struggle to have children and how it's okay to not be okay.



Event Locations

Book now to secure your spot and make 2026 your year of growth, learning, and connection. Get your booking underway before they sell out!

If you require booking assistance
Visit our website or email:
hello@schooled.nz

**PROPERTY
MANAGERS** 

PROGRAMME

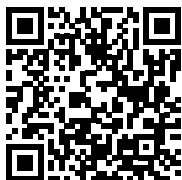
Conference Schedule

- 8:00 AM - Registration
- 8:45 AM - Welcome
- 9:00 AM - Session 1
- 10:30 AM - Morning Tea
- 11:00 AM - Session 2
- 12:30 PM - Lunch
- 1:30 AM - Session 3
- 3:00 PM - **Keynote Speaker**
- 4:00 PM - Prize Draws
- 4:30 PM - Wrap Up

Auckland

Thursday 4 June

📍 Waipuna Hotel



PROPERTY

BOOK NOW

\$495.00 +GST

Christchurch

Thursday 21 May

📍 Riccarton Park



PROPERTY

BOOK NOW

\$495.00 +GST

Sessions

Please refer to individual events for specific speakers and timing

How To Plan & Prioritise Maintenance Through The 10-Year Property Plan (10YPP)
Robert McAllister, Senior Asset Manager or Simon Cruickshank, Regional Infrastructure Manager Southern - MOE Property

Keeping your property well maintained and functioning is an essential part of supporting the educational needs of your students. In this session, the Ministry will present on how to plan and prioritise maintenance through the 10 Year Property Plan (10YPP) process so that your teaching spaces remain warm, safe and dry.

Turf, Lawn & Ground Care For Different Purposes
Alan Jolliffe, Horticulturist - Royal NZ Institute of Horticulture

We will cover a range of grasses for various purposes and their management. Other options will include tough plants used as ground covers, the concept of meadows (and wildflowers) regenerative areas and their care and maintenance now and in the future.

Edible Gardens For Schools
Alan Jolliffe, Horticulturist - Royal NZ Institute of Horticulture

Many schools are using edible gardens to promote life skills and provide educational opportunities outside.

Alan will discuss how to choose and manage the right location and plant varieties.

Topics will include:

- Educational purposes of edible gardens and orchards.
- Edible garden Management.
- Examples of different types of edible gardens and orchards.
- A discussion about the variety of edible gardens currently in schools.

School Gardens & Grounds: Right Plant, Right Place
Alan Jolliffe, Horticulturist - Royal NZ Institute of Horticulture

In a world with changing demands, climate change, and educational change the choice of the right plant (trees, shrubs, and plants) for the right place now and in the future is important.

Topics will include:

- The role of trees (native and exotic) of all sizes.
- Right plant, right place what factors to consider.

- Educational value of the right plantings.
- Planting for the future.

Ladder Awareness
Grant "Thomo" Thomson - Vertical Horizonz NZ

This session will cover the following:

- Define the parts of a ladder.
- Define the types of ladders.
- Identify nature and location of hazards associated with using ladders.
- Identify risk control measures and the reasons for their use
- Be able to safely use ladders.

Health & Safety Updates
Grant "Thomo" Thomson - Vertical Horizonz NZ

This session will cover the following:

- Health and safety practices in a workplace.
- Reporting and documentation requirements in terms of workplace health and safety.
- Communication process in terms of health and safety practices in a workplace setting.
- Workplace health and safety culture.

Chemical Safety At Work Grant “Thomo” Thomson – Vertical Horizonz NZ

This session will cover the following:

- Health and safety risks associated with your workplace chemicals.
- Controls required to reduce the risk of exposure.
- Safe use of equipment, including PPE, to reduce the risk of exposure.
- Actions during chemical emergencies at work.
- Obligations under the current legislation and workplace procedures.

School Lockdowns Darren Morton, Managing Director – Security Group Ltd

This session will cover the following:

- NZ Situation Update.
- Identifying Active Threat risk factors.
- School vulnerabilities.
- Lockdown planning and assessment process.
- Lockdown management and resolution

Personal Safety & Conflict Resolution Darren Morton, Managing Director – Security Group Ltd

This session will cover the following:

- Threat and risk identification techniques.
- Current crime trends.
- Identifying and understanding school vulnerabilities.
- How to identify and manage individuals under the influence of drugs, or those with mental health issues.
- Personal safety techniques.
- Questions and group discussions on case studies.

Safe & Effective Use Of A Fire Extinguisher Neil Russell, Workplace Training & Safety Consultant – FFP Canterbury

The Safe and Effective Use of a Fire Extinguisher training session includes learning about workplace fire risks, fire equipment available on site, identifying the different classes of fire and how to safely operate a fire extinguisher on our live fire training system.

Psychosocial Risk in Property & Maintenance Teams Steve Schroder, Managing Director – Smart Safety Solutions

Psychosocial Risk in Property & Maintenance Teams

This session will cover the following:

- Spotting early warning signs: lone work, workload peaks, change fatigue.
- Practical controls: job design, scheduling, reporting pathways, de-escalation basics.
- Simple assurance: how to check controls are working.

HSWA Reforms – What Schools Actually Need To Change Steve Schroder, Managing Director – Smart Safety Solutions

This session will cover the following:

- Plain-English overview of the reform direction and what is unlikely to change.
- Where to simplify paperwork; where to strengthen critical-risk focus.
- Governance and contractor implications for schools.

Asbestos In Schools: Refreshing Your AMP For Future Projects Steve Schroder, Managing Director – Smart Safety Solutions

This session will cover the following:

- Keeping your AMP live: surveys, labelling, contractor access, maintenance vs. refurbishment.
- Integrating AMP steps into project planning and permits.
- Short module: verifying critical controls for top property risks (e.g., asbestos, electricity, vehicles, heights).

Maintaining Psychological Wellbeing During Change Dr Barbara Rysenbry, Facilitation Lead – Umbrella Wellbeing

Workplaces have seen unprecedented change, creating uncertainty and competing demands. Staying flexible is key to wellbeing and thriving.

- A simple three step process to monitor your wellbeing
- A quick tool for reflecting in difficult moments
- Identifying what will sustain you, personally
- Easy to use relaxation and calming skills

Change Readiness Dr Barbara Rysenbry, Facilitation Lead – Umbrella Wellbeing

This session helps participants reflect on their own and others' responses to change using the well-known Kübler-Ross Change Curve, which illustrates how mood, energy, and performance can fluctuate. We explore how personal experiences, circumstances, and organisational factors shape reactions to change.

The focus is on understanding, normalising, and improving

adaptability. Participants learn three evidence-based wellbeing strategies to build readiness and respond effectively to change:

- Managing your mindset.
- Adopting a compassionate stance to support yourself and others.
- Focusing on what you can control.

Stress & The Wheel Of Wellbeing
Jo Fife, CEO - Workplace Wellbeing

This presentation will help participants assess their wellbeing using our 'Wheel of Wellbeing' model, so they can develop a customised plan to manage their stress and wellbeing.

Participants will learn:

- How stress impacts your body and mind
- The signs and symptoms

that you are coping with an unhealthy level of stress

- How to strengthen your resiliency and response to stress
- Assess your wellbeing using our Wheel of Wellbeing, based on the four pillars of wellbeing
- Develop a unique plan to manage your stress and wellbeing.

Five Ways To Wellbeing
Jo Fife, CEO - Workplace Wellbeing

Learn practical, science-backed strategies to boost energy, reduce stress, and support everyday wellbeing. This engaging session introduces the evidence-based Five Ways to Wellbeing and brings each one to life through interactive activities. Participants will walk away with practical micro-habits they can use immediately to feel more focused, connected, and

resilient — both at work and in life.

Key takeaways:

- Experience the Five Ways through short, hands-on activities
- Learn easy daily habits that improve mood and energy
- Understand the science behind small actions that make a big difference

School Pool Management & Operations
Sarah Cresswell, Principal Training Consultant - Wai Skills

This workshop covers best practices for managing school swimming pools, ensuring safety, compliance, and efficiency. Bring your questions about pool management or specific projects for expert advice!

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Major Prize Draw | Total value of \$1700

Dewalt package



Every attendee across both Property Conferences **goes in the draw to win a major prize** of a Dewalt XR Cordless 6 Piece Combo Kit with Drill, Impact, Recip Saw, Circular Saw, Angle Grinder, Blower, Batteries, Charger & Bag.

Spot Prizes

Over \$1800 of spot prizes

In total across the Property Series

A huge selection of spot prizes will be available at each Property Conference including – a morning tea shout for your kura, wine, spirits, prezzy cards and more!



PROPERTY SERIES

Workshop schedule



PROPERTY SERIES

Auckland

Waipuna Hotel
Thursday 4 June

Choose 1 workshop per session

| Time | Workshop & Presenter | 3pm Keynote speaker - Bryce Casey |
|-------------------------------------|---|-----------------------------------|
| Session 1 9:00 - 10:30am | School Gardens & Grounds: Right Plant, Right Place - Alan Joliffe Ladder Awareness - Grant "Thomo" Thomson School Lockdowns - Darren Morton Psychosocial Risk in Property & Maintenance Teams - Steve Schroder School Pool Management & Operations - Sarah Cresswell | |
| Session 2 11:00 - 12:30pm | Turf, Lawn & Ground Care For Different Purposes - Alan Joliffe Health & Safety Updates - Grant "Thomo" Thomson Personal Safety & Conflict Resolution - Darren Morton Maintaining Psychological Wellbeing During Change - Dr Barbara Rysenbry Asbestos In Schools: Refreshing Your AMP For Future Projects - Steve Schroder | |
| Session 3 1:30 - 3:00pm | How To Plan & Prioritise Maintenance Through The 10-Year Property Plan - Robert McAllister Edible Gardens For Schools - Alan Joliffe Chemical Safety at Work - Grant "Thomo" Thomson Change Readiness - Dr Barbara Rysenbry HSWA Reforms - What Schools Actually Need to Change - Steve Schroder | |

Christchurch

Riccarton Park
Thursday 21 May

Choose 1 workshop per session

| Time | Workshop & Presenter | 3pm Keynote speaker - Bryce Casey |
|-------------------------------------|--|-----------------------------------|
| Session 1 9:00 - 10:30am | How To Plan & Prioritise Maintenance Through The 10-Year Property Plan - Simon Cruickshank Ladder Awareness - Grant "Thomo" Thomson Psychosocial Risk in Property & Maintenance Teams - Steve Schroder School Gardens & Grounds: Right Plant, Right Place - Alan Joliffe School Lockdowns - Darren Morton | |
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| Session 3 1:30 - 3:00pm | Edible gardens for schools - Alan Joliffe Chemical Safety At Work - Grant "Thomo" Thomson Safe & Effective Use Of A Fire Extinguisher - Neil Russell Stress & The Wheel Of Wellbeing - Jo Fife HSWA Reforms - What Schools Actually Need to Change - Steve Schroder | |



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