

# 2024-2025 ASSESSMENT CHECKLIST

Year	Doc to Submit	Deadline	Complete
Year 1	The Learning Plan	Work on in first summer	<input type="checkbox"/>
	2 Short Online Courses	Before September	<input type="checkbox"/>
	2 Portfolio Reflections	13.1.25 by Noon	<input type="checkbox"/>
	Lay Report Year 1	1.3.25 by Noon	<input type="checkbox"/>
	Self-Evaluation Report	1.3.25 by Noon	<input type="checkbox"/>
	Safeguarding Training	Before Priested	<input type="checkbox"/>
	Individual Formation Plan on A4	Before Priested	<input type="checkbox"/>
Year 2	Working Agreement	Review annually min.	<input type="checkbox"/>
	1 Short Online Course	Before September	<input type="checkbox"/>
	4 Portfolio Reflections	13.1.25 by Noon	<input type="checkbox"/>
	Lay Report Year 2	1.3.25 by Noon	<input type="checkbox"/>
	School Report	1.3.25 by Noon	<input type="checkbox"/>
	Self-Evaluation Report	1.3.25 by Noon	<input type="checkbox"/>
Year 3	Working Agreement	Review annually min.	<input type="checkbox"/>
	Individual Formation Plan on A4	Review annually min.	<input type="checkbox"/>
	1 Short Online Course	Before September	<input type="checkbox"/>
	Lay Report Year 3	13.12.24 by Noon	<input type="checkbox"/>
	Safeguarding Officer Report	13.12.24 by Noon	<input type="checkbox"/>
	Portfolio	27.1.25 by Noon	<input type="checkbox"/>