

Session Title: _____

Date: _____

Presented By: _____

Area of Work	Strategy for improvement	Details	Implementation Date
<i>Health and Safety</i>	<i>Develop a daily safety check</i>	<i>Identify dangers present in the program</i>	<i>February 2010</i>
		<i>Produce a Safety Checklist</i>	<i>April 2010</i>
		<i>Trial checklist</i>	<i>April 2010</i>

Evaluation: