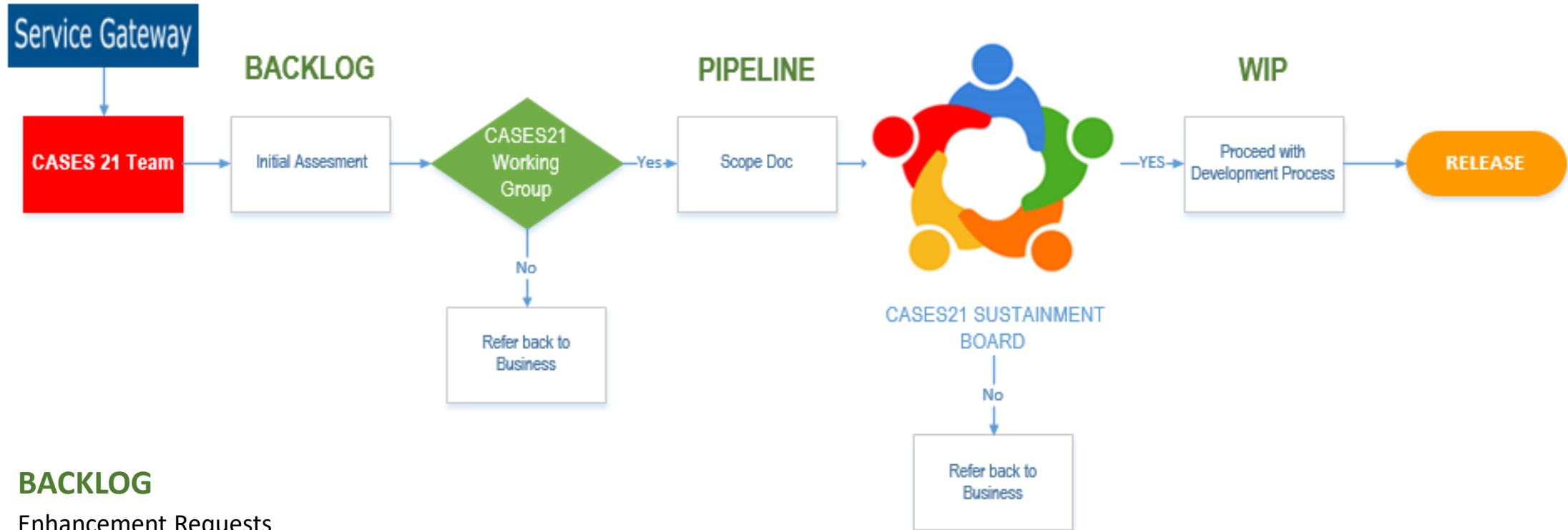




CASES21 Enhancements

CASES21 Enhancements

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BACKLOG

Enhancement Requests

Admin	Finance
38	26

CASES21 Enhancements

PIPELINE – Approved by Working Group for further investigation

Aegis No.	Title	Description
10645	SOCS / CASES21 Interface	<ul style="list-style-type: none">Investigate benefit of implementing an Interface for Student Online Cases System (SOCS) and CASES21.
10640	Derrimut Postcode Historical Data Update	<ul style="list-style-type: none">Update to Address data to reflect new Derrimut post code. Post Code has been updated. Data needs to be updated in all schools to reflect change.

CASES21 Enhancements

Pipeline RECOMMENDED BY WORKING GROUP FOR APPROVAL by Board

Aegis No.	Title	Description
10381	Young Carers	<ul style="list-style-type: none">Young Carer Flag to be recorded against students who are identified as carers to enable additional support within the school for student.
10632	Working with Children	<ul style="list-style-type: none">Addition of Working with Children details against family record to enable teachers and school to facilitate the management of volunteers/parents within the school meet the working with children policy when assisting at the school.
10656	Nationally Consistent Collection of Data (NCCD)	<ul style="list-style-type: none">CASES21 End of Year Promotion task to clear adjustment details for NCCD.

CASES21 Enhancements

WORKS IN PROGRESS

No.	Area	Status	Proposed Release
1	SKGS School Reference Table Fixes	<ul style="list-style-type: none"> CIVICA performing impact analysis on SKGS dataset to ascertain how many records will be affected in each school. 	Commence V61
2	Attendance code rationalisation	<ul style="list-style-type: none"> On track for V61 release. 	V61
3	CASES21 Data improvement project	<ul style="list-style-type: none"> 3 sprints have been completed so far with 384 fields (32%) analysed. To date a total of 188 actions have been proposed as recommendations in order to improve data quality and maintain integrity moving forward. 129 recommendations have been classed as priority based on business criticality and timeframe of implementation. 	N/A
4	Sub-Program Responsibility Structure	<ul style="list-style-type: none"> FSD reviewing functional requirements CIVICA to provide formal quotation for work to commence. 	V61
5	eduHub V2	<ul style="list-style-type: none"> Items for Release 1.0 have been completed. 	N/A

eduPay



Management of Excess Teaching Service

The Management of Excess guide has been updated and is available on HRWeb.

Where schools anticipate an excess staffing situation, including the reduction of SSP or comparable funding, contact Schools Recruitment for advice before commencing excess processes.

Link: <https://www.education.vic.gov.au/hrweb/workm/Pages/exsprocSCH.aspx>

Advertising Vacancies on Recruitment Online

Leading Teacher, Learning Specialist and Assistant Principal positions are ongoing positions with a tenured period and advice regarding renewal (or otherwise) of tenured positions is available on HRWeb.

Link: <https://www.education.vic.gov.au/hrweb/careers/Pages/lteac.aspx>

General Recruitment Reminders

Translation to ongoing – information regarding eligibility can be found on page 6 of the Recruitment in Schools guide.

Education Support vacancies requiring attendance during school holiday periods should include the number of days/hours required in the advertised job opening description.

Self Service

Employees are encouraged to put their own Tax and Bank Details on eduPay through Self Serve, however there if there is an error, the Business Manager/HR Administrators are asked to ensure the error is corrected so that the employee is paid – for both ‘DOE’ and ‘SLP’ employees.

End of Year Tasks

Business Managers/HR Administrators are reminded they should:

Run the Terminating Employees report to check any employees who maybe terminating and to check with those terminating employees whether they want to be paid out LSL (if eligible).

Check the Batch Exception Report for ES vacation leave and the end of term 4. This report will be available around the last week of term. Make any adjustments to leave that are required, and ensure that leave is forecast for terminating employees – if unsure, contact Schools People Services.

Check HRM Online for all the latest information and EOY tips and reminders.

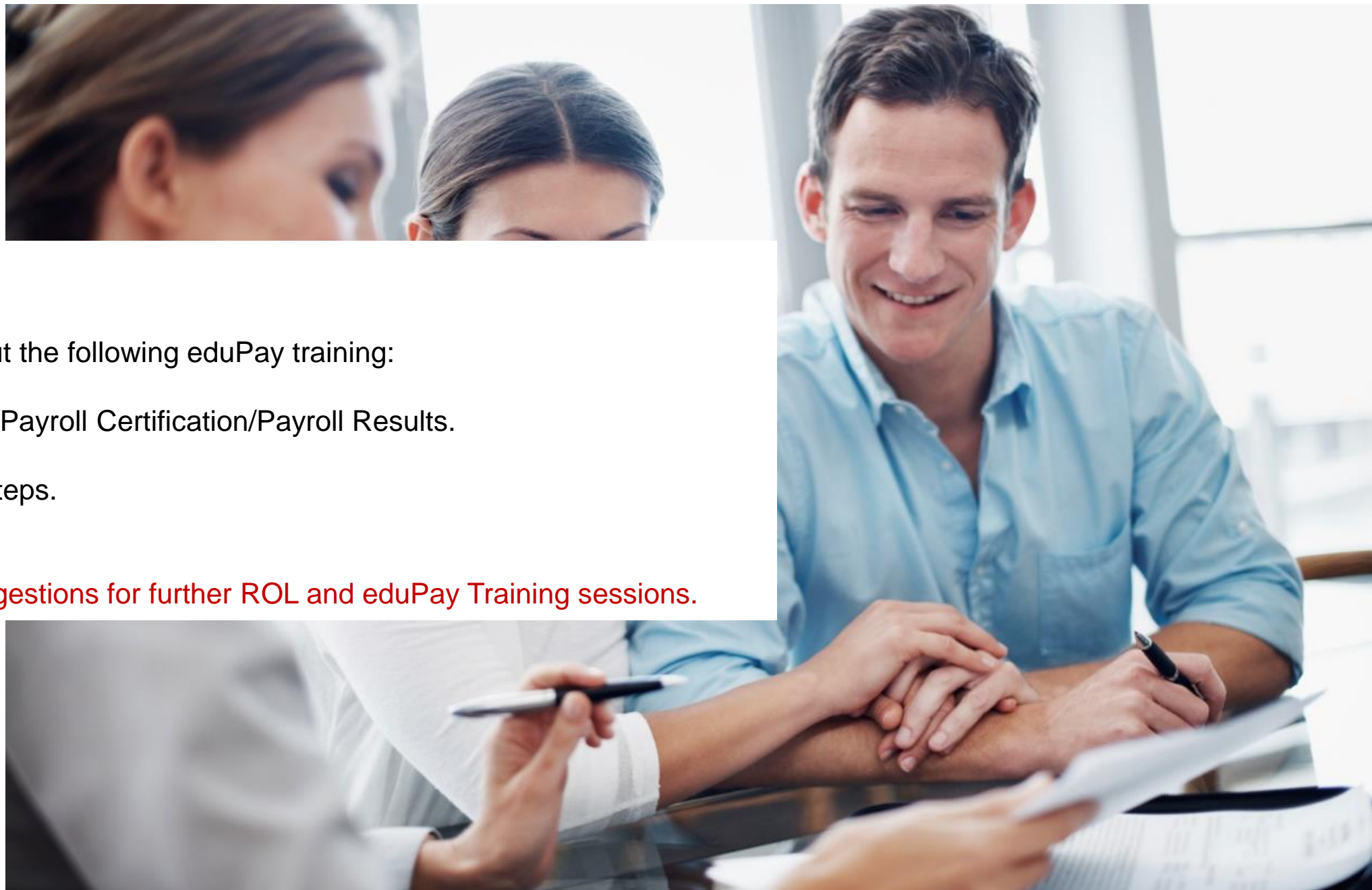
2019

Recruitment Online
eduPay Beginners
eduPay Reports Workshop
eduPay Workshop

We are currently piloting a new Recruitment Online & eduPay training session with a view to running this session in all centres in 2020.

Pilot sessions

Geelong 30/10 and 01/11
Bairnsdale 11/11 and 12/11



2020

We also plan to roll out the following eduPay training:
School Level Payroll.
Over/Underpayments/Payroll Certification/Payroll Results.
Leave.
ROL & eduPay next steps.

We welcome any suggestions for further ROL and eduPay Training sessions.