School Readiness Analysis Table

School:				
Head teacher:				
	No issues	Will need a moderate level of help	Will need substantial support	What support will you offer? For example, increased level of visits, telephone check-ins, working with partner organisation to ensure access to hardware and wifi, spending time explaining the purpose of Teach2030 to ensure head teachers are committed etc.
Access to hardware (computer, tablet, smartphone)				
Access to connectivity (wifi or data)				
Basic digital literacy skills				
The time to do the course				
To understand the purpose and benefits of the Teach2030 programme				

Communicating with the head teacher

Method of communication	How often?	Effective – yes or no	Why?	Will it work for feedback on Teach2030?
Written letters				
Emails				
SMS / WhatsApp				
Telephone calls				
School visits				
Any other method?				

Template for feedback from the Teach2030 head teacher and coach

School:	Month / Term:
Head teacher:	Teach2030 coach:
Dates of Teach2030 CPD meetings:	
Average number of teachers present:	
Average length of session:	
Course(s) covered:	
Courses completed:	
Any other information (e.g. examples of change in classroom practice, effective use of learning partners, teacher motivation etc):	
Any issues:	
Any areas that you would like my help with?	

Teach2030 Coach Characteristics Table

	Teacher A	Teacher B	Teacher C	Teacher D
Positive and willing to have a go				
Good collaboration skills				
Flexible and accommodating				
Patient, makes time for the questions and needs of others				
Reliable, will provide timely feedback and information				
Keen sense of responsibility				
Interested in developing their own classroom practice				
Digitally confident, or keen to learn digital skills				

Teach2030 Action Plan

Action	How?	By when?	Notes