**Quad Timetable Day 1 – Aberdeen City**

**Thursday 30 January 2025**

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| 9.15am | **Welcome & Introductions** | Eleanor and Mark |
| 9.30am | Each local authority presents **summary of their LAs’ Thematic Inspection in 2024 and relevant themes from Collaborative Improvement work**  Strengths identified and next steps (5-10 mins max per LA) | All |
| 10.10am | **Discussion –** draw out any common themes or learning points | All |
| 10.30am | **East Renfrewshire – Focus on QI 2.1**  Each LA presents self-evaluation summary (5-10 mins max) for each theme followed by professional dialogue (20-25mins). | Mark and Janice |
| 11.00am | **Break** | |
| 11.15am | **East Renfrewshire Focus on QI 2.2 to 2.4**  **Confirm key strengths and next steps (15 mins)** | Mark and Janice  All |
| 1.00pm | **Lunch** | |
| 1.30pm | **Edinburgh City – Focus on QIs 2.1 to 2.3** | Jackie |
| **3.00pm** | **Break** | |
| **3.15pm** | **Edinburgh City – Focus on QIs 2.4**  **Confirm key strengths and next steps (15 mins)** | Jackie  All |
| 4.00pm | **Reflections** on day 1 including common themes, plus arrangements for day 2 | Facilitated by ES/HMIE? |

**Timetable Day 2 – Friday 31 January 2025**

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| 9.15am | **Shetland** – Focus on QIs 2.1 to 2.3 | Samantha |
| 10.45am | **Break** | |
| 11.00am | **Shetland** – Focus on QIs 2.4  **Confirm key strengths and next steps (15 mins)** | Samantha  All |
| 11.45am | **Aberdeen City -** Focus on QIs 2.1 and 2.2 | Eleanor and Shona |
| 12.45pm | **Break** | |
| 1.15pm | **Aberdeen City -** Focus on QIs 2.3 and 2.4  **Confirm key strengths and next steps (15 mins)** | Eleanor and Shona  All |
| 2.30pm | **Discussion on next steps:** emerging themes; possible further collaborative improvement enquiries involving the Quad/two or more LAs from the Quad/other Quads/other LAs  **See Appendix 6** | Facilitated by ES/HMIE? |
| **3.30pm** | **CLOSE** |  |

**Appendix 1: Self-Evaluation Framework - Template**

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| Improving Outcomes for all: Quads meetings |
| **Self evaluation Question 1** |
| **What are our strengths:**   * 1. **Improvement in outcomes for children, young people and adult learners** |

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| Improving Outcomes for all: Quads meetings |
| **Self evaluation Question 2** |
| **What are our strengths:**   * 1. **Quality of Education - Impact on children, young people, families and communities** |

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| Improving Outcomes for all: Quads meetings |
| **Self evaluation Question 3** |
| **What are our strengths:**   * 1. **Quality of Education – Impact of professional learning on staff** |

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| Improving Outcomes for all: Quads meetings |
| **Self evaluation Question 4** |
| **What are our strengths:**   * 1. **Use of performance data to improve outcomes for children, young people and adult learners** |

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| Improving Outcomes for all: Quads meetings |
| **Self evaluation Question 5** |
| **How can we improve?**  **What are our next steps?** |

**Appendix 2: Summary of HMI Thematic Inspection on School Improvement Processes**

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| **Summary of HMI Thematic Inspection on School Improvement Processes:**  **Quad meeting January 2025** |
| **Overview of Thematic Inspection (who involved, length of visit etc):** |
| **Good Practice Identified as part of Thematic Inspection:** |
| **Points for action from Thematic Inspection:** |
| **Any key points taken from Thematic Inspection process:** |

**Appendix 3: Collaborative Improvement Visit**

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| **Collaborative Improvement Visit Summary** |
| **Overview of Collaborative Improvement visit:** |
| **Good Practice Identified as part of Collaborative Improvement visit:** |
| **Points for action from Collaborative Improvement visit:** |
| **Any key points or improved outcomes noted from Collaborative Improvement Visit:** |

**Appendix 4: Summary of key documents**

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| **Summary of key evidence and contextual information** |
| **Documents and evidence already agreed**   * Self-evaluation summary for Improving Outcomes QI – (Appendix 1) * SSR – Shared in advance * HMI Thematic Inspection on School Improvement – Summary (Appendix 2) and LA report as an appendix * Collaborative Improvement Report – Summary (Appendix 3) and share link to full report * Data for Quad organised by ES |
| **Other Possible documents (at most 4/5)**   * Stretch Aims – Summary and progress report * NIF Report * Standards and Quality Report * Relevant local data – Achievement, HWB data, equalities data |

**Appendix 5: Additional Information**

**Further towards a networked learning system**

**QUAD Meetings to share findings, support and challenge each other - January 2025**

This stage involves **meeting as a quad** and using the completed **templates on the outcomes Quality Indicator** as the basis for discussion.  The intention at this particular stage, is to ensure that there is a consistent basis for mutual support and challenge discussions.  The **Quad Lead** will organise a session for the four local authorities to **share their self-evaluation statements**.

As all local authorities will now have completed their **Collaborative Improvement visit** and their **Thematic Review** on school improvement frameworks it is felt that it would be helpful to prepare a **one page summary on your CI work** and a **one page summary on your recent thematic visit** detailing a high level summary of the **strengths, next steps and ongoing key work** in the areas identified in your local authority (proforma attached).

**Who should attend**

* Director/Chief Education Officer from each local authority
* Local Authority Quad Representative (person who has QI remit in LA)
* Identified SRA – role as critical friend
* HMI (tbc) – role as scrutiny and independent member of the team
* ADES Officer if requested

**What should be shared beforehand**

* Completed template for the Outcomes QI for your local authority
* Data for Quad organised by ES
* Summary A4 page on Collaborative Improvement visit
* Summary A4 page on Thematic QI visit

The January Meeting is expected to run over 2 days to allow for detailed and robust professional dialogue to take place. Whilst it is not intended that this is a distinct opportunity to showcase the work in a local authority, there may be informal openings to succinctly highlight good practice as part of sharing information and supporting and challenging others.

The suggested format (attached as appendix 1) is not expected to be followed exactly but is intended to get the best out of the 2-day session. It covers using the summary of Collaborative Improvement to bring that into the discussion about what might work well going forward and the discussion on the Thematic reviews to look for where themes might allow further support in this area.

The main focus over the 2 days will be firmly on the self-evaluation of each of the local authorities, and is a valuable opportunity to look for common areas for development and also to identify areas of strong performance and offer mutual support across the Quad. It is suggested that this is structured around the four themes within the Outcomes QI.

**Next Steps Following the Quad January Meeting**

The Quad will decide on areas that they wish to collaborate on to bring about improvement. Equally, there may be an agreement that a Collaborative Improvement visit to one or more of the local authorities would be helpful to examine further what could be done to improve outcomes in an identified area.  Where a Collaborative Improvement visit is requested, the SRA and the Quad Lead should pass this information to the Strategic group chaired by Douglas Hutchison and David Gregory to facilitate a CI visit.

There may be further opportunities for collaboration and networking which arise from the initial work in the Quads. All the key themes that emerge across the Quads will be collated so that common strands can be identified and connections made where appropriate. The key priorities which emerge will be incorporated into the work of the ADES networks and influence engagement with National organisations such as Education Scotland

**Appendix 6: Next Steps Following Quads**

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| **Quad Summary** |
| **Good Practice Identified as part of Quad discussions** |
| **Key Strengths – Common themes** |
| **Key priorities for improvement – Common themes** |
| **Points for action from Quad discussion including further opportunities for collaboration/networking** |