

Support for Learning Review - Progress Report

October 2025

Anna Thomson and Wendy Fraser

Project Board

Members have been invited to the Project Board. The first meeting of the board will be on **Wednesday 19th November 10-11.30am**. Anna and Wendy will present a project update with reference to the Prince2 documentation.

Consultation

We have begun developing a consultation strategy informed by recent meetings with colleagues in Comms and Planning and Information.

Identified steps:

- Develop the survey questions with our workstream leads and colleagues in Planning and Information who will advise on the implications for data analysis.
- Share online survey with stakeholders in Feb 2026 (option to repeat survey again in Feb 2027)
- Use case studies, focus group, and 1-1 interview to gain more in-depth information around good practice, success stories and gaps in provision. We intend to include a question in the survey allowing respondents to elect to be part of a case study, focus group and/or 1-1 interview.
- Recommendation to introduce a 'Support for Learning Review' page on the council website at the point of launching our survey. This will be updated as the review progresses to keep public informed.
- Identify lessons learned from similar consultations- (awaiting responses from June Porter and Vaila Simpson – follow up required)

Prince2 Project Documentation

Progress is being made towards draft completion of the Project Plan, Benefits Review Plan, Communication Management Plan and Quality Register.

Prince2 Training

Anna and Wendy attending 4 day online Prince2 course **24th – 27th November**.

Remaining Prince 2 documentation for the project start-up and Initiation phases will be worked on in December following the training.

Workstreams

A priority across all workstreams is to brainstorm possible survey questions that would provide a baseline from which to measure improvement work (except for the workforce workstream which already has baseline data from the workforce survey)

Workforce workstream

Lead: Kathleen Johnson

PMs: Wendy and Anna

Members will meet for on **Wednesday 5th November 1-4pm**. Anna has analysed the data from the survey and organised it into word documents for better reading. A separate folder provides all comment responses to each question organised by setting.

At the meeting Anna and Wendy will present each group with detailed sections of the survey for group analysis and discussion.

- Consultation
- career pathways and specifications
- core training, inductions and networks.

Our aim is to establish the key themes from the survey results, agree on actions and allocated these to each workstream.

The next meeting will be on **Monday 1st December 3.30-5pm** where group will feed back to KJ.

Policy and Guidance Workstream

Lead: Helen Couper

PM: Wendy Fraser

Wendy and Helen have had initial meetings and have completed the workstream plan and draft priorities are:

Priority 1: Evaluate appropriate platform for policy and guidance

Priority 2: Update guidance

Priority 3: Complete guidance updates already started

Priority 4: Roll out training on revised guidance

Transitions Workstream

Lead: Clair Adamson

PM: Anna Thomson

Transition Policy Consultation

The Transitions policy consultation led by Ruth MacMillan, Children's Social Work, will conclude on 29th October with final consultations taking place at the Anderson high School on the first day of term. Anna and Wendy organised and supported consultation events with parents, staff and young people throughout October.

Next steps: Anna and Clair to identify other team members, brainstorm survey questions, and complete workstream plan.

Provision and Resourcing workstreams

Anna will be the lead PM on the Provision workstream along with SP. Wendy will be the lead PM on the Resourcing workstream with BL.

Next steps for both workstreams: identify other team members, brainstorm survey questions, and complete workstream plan.