**DATA ANALYSIS REPORT**

**[Name of School]**

**[Key Researcher’s Name]**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Primary focus** (tick one): | |  | **Secondary focus** (tick any areas also relevant to the case study): | |
|  | | | | |
|  | 1:1 Computing |  |  | 1:1 Computing |
|  | BYOD |  |  | BYOD |
|  | BYOT |  |  | BYOT |
|  | Digital Leaders |  |  | Digital Leaders |
|  | Moving to the Cloud |  |  | Moving to the Cloud |
|  | Responsible use policies |  |  | Responsible use policies |
|  | Flipped classrooms |  |  | Flipped classrooms |

# Data analysis (no word limit)

## The context

### Overview of the school

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### ICT Infrastructure and resources

#### Overall

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|  |

#### Project specific

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### Overview of data providers

#### SLT member

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| --- |
| * Role * Length of experience * Other significant info |

#### ICT co-ordinator (or similar if appropriate)

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| --- |
| * Length of teaching experience * Experience of ICT (and in role of co-ordinator) * Other significant info |

#### Key User (Staff)

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| --- |
| * Length of teaching experience * Role/responsibility (e.g., subject specialism) * Age groups/subjects taught * Level of confidence/competence re ICT * Access to ICT outside school * How long they’ve been involved with the work/project/activity * Other significant info |

#### Key User (Student)

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| --- |
| * Year group * Level of confidence/competence re ICT * Access to ICT outside school (computer, Internet, other) * Other significant info |

# Description (no word limit)

## Description of work/activity/project

### Needs

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| Why did you decide to undertake this activity?  What needs or issues were you trying to address?  What were you trying to achieve? |

### Research

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| What research did you do before undertaking the activity? E.g., discussions with colleagues (in school or elsewhere), reading (online or offline), workshops you attended etc.  What made you choose this course of action/strategy over others? |

### Plan

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| Describe your plan at the outset of the project.  Describe any agreements, negotiations or other communications that took place with key stakeholders e.g., SLT, colleagues, parents, students, local authority, IT personnel etc.  What barriers or obstacles did you have to overcome?  Which staff will be involved?  Which students will be involved? |

### Work undertaken

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| Describe the work/activity/project you actually carried out.  Did it differ from what you originally planned? If so, describe why.  Where there any unexpected or surprising aspects to the work/activity/project? |

### Lessons Learnt

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| Are there any ‘lessons’ that you have learnt from this initiative that you wish you’d known before you started? If so, what are they? |

### What next?

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| Do you plan to continue this work/activity/project?  If so, how might it continue?  Are there any factors that may help or hinder the continuation? |

## Impact[[1]](#footnote-1)

### Staff

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| --- |
| Which staff have engaged with the work/activity/project? What impact has it had upon them?  For the staff involved, consider the impact on three levels:   * Initial reactions   Was it perceived as an interesting, engaging or useful activity/project?  Were initial impressions favourable?  Was there enthusiasm for it?  Were any concerns voiced?   * Changes in knowledge or understanding   Have there been changes in knowledge and/or understanding?   * Changes in practice   Have staff changed any aspects of their practice? Areas to consider may include (but are not limited to) teaching, marking, preparation, communication, record keeping etc. |

### School

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| --- |
| What impact has your project/work/activity had on your school?  Areas to consider:   * Impact on your SLT * Impact on policy/strategy * Impact on parents and/or relationship between the school and parents * Impact on professional development activity |

### Students

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| --- |
| What impact has your project/work/activity had on students?  Areas to consider:   * Levels of engagement * Motivation * Behavior * Learning outcomes * Attainment |

## Discussion (including further work)

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| * Identify any things that you want to flag up that are not covered elsewhere. * Summarise the key things coming out of this case study. * Suggest key questions that now need to be investigated. |

1. See [A Conversation with Thomas Guskey](http://www.hfrp.org/evaluation/the-evaluation-exchange/issue-archive/professional-development/a-conversation-with-thomas-r.-guskey) [↑](#footnote-ref-1)