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| **Activity name** | Description:  Target audience:  Number of sessions per week: | | | | |
| **Need for the activity** | Migration Data | Community survey / interest | Support school outcomes | Partnership opportunity | Funding / grant |
| **How will you promote the activity?** | School newsletter / social media | Community hubs’ social media | Flyers and community newsletter | Local council and partner organisations | Other (please state) |
| **Team members** | External partner / facilitator | Volunteer | Bilingual worker | School staff | Hub leader |
| **Partner organisations** |  | | | | |
| **Outcomes and objectives** | 1. Child  1.1  1.2  1.3 | 2. Family    2.1  2.2  2.3  2.4  2.5 | 3. School  3.1  3.2  3.3 | 4. Community  4.1  4.2  4.3 | CHA Portal: this activity falls under the program category  English classes and conversation programs  Other |
| **Resources required** | Hub / school space | Equipment – list items | Technology – list items | Funding / grant | Other - list |
| **When will this program run?** | Term 1 | Term 2 | Term 3 | Term 4 | All year |
| **Preferred day / time of program:**  **Alternative day / time of program:** | | | | | |
| **How will you intend to run this program during COVID restrictions?** | Onsite only | Offsite - List the alternative venue | Virtual - List the platform | Printed resources | Other |
| **In what way are you measuring the impact of the program?** | Attendance data -  Remained stable  Grown overtime  Declined | Feedback from participants –  Case studies  Surveys | Feedback from –  Service providers  School staff  Other participants | Observation –  By hub leader  Program facilitator  Parents / participants | Referrals – Participants are:  Connecting with local services  Inviting others to attend |
| **Any comments or considerations when planning, implementing, and evaluating this program?** |  | | | | |