**Hub leader Annual Review reflections**

This document is completed by the hub leader. Take time, out of the hub space if possible, so you have no distractions when completing this review. Remember, it’s important to create space and time for reflection. Once completed, share this document with your support coordinator and principal before your Annual Review meeting.

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| Hub highlights Refer to your Rapid Review summary for this information. | |
| Key achievements this year? |  |
| Key challenges and/ or learnings this year? |  |
| What are the hub’s goals for next year?  List 3 – 5 goals |  |
| 1. Planning and reflection   How did ‘planning and reflection’ time inform what your hub implemented over the past 12 months?  Consider your hub’s plan or vision, alignment to the school plan, Rapid Reviews, evaluation activities, use of data and feedback from families. | |
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| 1. Hub activities   How did activities in your hub respond to the needs of the community over the past 12 months?  Consider the range of activities offered, new activities offered, quality and impact of activities. | |
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| 1. Hub operations and space   How well are the hub’s operations and space contributing to the success of the hub?  For example, welcoming and accessible hub space, workspace for hub leader. | |
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| 1. School-hub partnership   Describe the strength of the relationship between the school and the hub. Consider the number and nature of culturally appropriate and inclusive practices and processes at the school.  *For example, how has the hub contributed to improving processes in the school to support diverse communities?* | |
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| 1. Networks and partnerships   Describe the hub’s range of established partnerships and relationships with key local community services providers.  *Consider relationships with settlement services, health, early years, employment and training providers and the creation of volunteer pathways and developing coordinated responses to community needs.* | |
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| 1. Other factors   What other factors have impacted on the operation of the hub this year?  For example, external factors, changes to policy, community or population changes. | |
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