

Summary report qualitative report

(insert LGA) hubs | Term 1 2025

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Guide for writing this report

This is a summary and reflection on what has been happening in your LGA(s) this term, and how you have supported schools in your region to deliver on the outcomes and objectives of the community hubs program. You don't have to answer every question in detail or provide a description of every hub's activities – this information is provided via the Quality Improvement Framework completed by schools in the network. Tell us what you think is important for us to know about your local region – local partnership opportunities, professional development, issues that might have presented impacting communities that participate in hubs. If there are local trends, data sets or networks which are important for CHA to be informed of, let us know.

This report helps CHA learn more about what is happening across the network and identify what's going well and where there is a need for more support. This report is not intended to be long – it is a prompt for us to have further conversations together in our regular check-ins and our national support coordinator network meetings.

■ Hub leader engagement, collaboration, and performance

Consider the following:

1. How have you supported hub leaders to connect with the people in their school and local community? What guidance, structures or systems have you suggested?
2. How have you encouraged collaboration between the hub leaders in your network?
3. How have you assessed whether hub leaders are meeting the requirements of their role? In what ways have you worked with hub leaders and their schools to ensure hub leaders continue to improve in their role?

■ Effective school leadership engagement and collaboration

Consider the following:

1. How have you engaged and collaborated with Principals in your region? What has worked well?
2. How have you encouraged Principals to participate in meetings with their hub leaders, and with other principals in the local network?

■ Data insights and learnings to support hubs

Consider the following:

1. What are some of the learnings or insights you have gained from the data CHA has provided? How have you used these insights in conversations with schools, hub leaders or stakeholders?
2. What other data sources or information do you use and in what ways have they helped you support hub leaders in your region?
3. In what ways have you used data from the 2024 in Review or Hub Insights in conversations with stakeholders?

■ Community engagement

Consider the following:

1. How have you supported hub leaders to connect with local service providers and networks? Please provide examples.
2. Identify key relationships or stakeholders you have introduced and what the purpose/outcome of the engagement has been to date.

■ Peer leadership and support

Consider the following:

1. How have you supported peers working in other support agencies in our network? In turn, what have you gained from your peers in support agencies across our network?
2. How have you championed hubs within your own organisation or brought your own organisation's perspective into the hubs?
3. What did you learn from the professional development workshop in March? How have you applied these learnings?

■ Images

If you have one or two photos of hub activities or special events you would like to share with us, please email high-res images along with a description, photo credit if applicable, and confirmation of permission to use the images. Alternatively, you may wish to provide links to relevant social media posts.

Qualitative report | (insert LGA) hubs requirements checklist | Term 1 2025

	Obligations				
Hub name	Reporting Hub Portal	QIF Reporting	Attendance at Principals meetings	Attendance at hub leader meetings	Additional notes
	☐	☐	☐	☐	
	☐	☐	☐	☐	
	☐	☐	☐	☐	
	☐	☐	☐	☐	
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If you have any questions regarding this report, please contact Program Manager, Linda Perugini at LindaPerugini@communityhubs.org.au.