

Summary report qualitative report

(insert LGA) hubs | Term 3 2025

Qualitative report (insert LGA) hubs Term 3 2025

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 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 prompt for us to have further conversation 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 school 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/school leadership 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?
3. How engaged was school leadership in the annual review process?

■ 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 data insights in conversations with schools, hub leaders or stakeholders?
2. What other data sources do you use and in what ways have they helped you support hub leaders in your region?

■ 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. Has your support agency contributed to hubs e.g. through advocacy or the provision of services?

■ Images

If you have one or two photos 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 3 2025

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