

Local Authority Monthly Update Template

What is title of project/event/activity?

Who was involved?

Length of the project – one day, week, month, ongoing?

What did it involve? (a brief description of what actually happened)

What are the learning outcomes for those involved?

How does this fit with Curriculum for Excellence? (4 capacities)

Which of the four strands of Determined to Succeed does this fit with?

How was contact made with the employer?

Do you know if any other local authorities are running similar projects?

What makes this project unique/different?

Contact detail of who other local authorities should get in touch with for more information?