

**Our Business Plan relates to the following documents:**

**The Scottish Government's Strategic Objectives:**

- Wealthier and Fairer
- Healthier
- Safer and Stronger
- Smarter
- Greener

**Scottish Government's National Outcomes**

- We are better educated, more skilled and more successful, renowned for our research and innovation.
- Our young people are successful learners, confident individuals, effective contributors and responsible citizens.
- Our children have the best start in life and are ready to succeed.
- We have improved the life chances for children, young people and families at risk.
- We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
- We reduce the local and global environmental impact of our consumption and production.

**The Department's Vision Statement is:**

*A' Coileanadh Sàr-Mhaitheas Còmhla  
Achieving Excellence Together.*

**We strive to achieve this by:**

- Excellence in Education and Children's Services
- Provision of an inclusive quality culture
- Provision of equal opportunities for all learners
- Commitment to 'Best Value' in all services
- Promotion of the value and uniqueness of the physical and cultural environment of the Western Isles

**The Department comprises of the following business units:**

- Children's Services
- Education
- Resources

**For 2015/16 the Education and Children's Services Department has identified the following priorities for action.**

- Support continuous improvement through self-evaluation and benchmarking across all children's services and in partnership with relevant agencies.
- Implement policies and procedures in relation to 'Getting It Right for Every Child' (GIRFEC) and the Children and Young People's Bill (CYPB).
- Reduce need for mainland placements by increasing foster placements locally.
- Ensure that there are relevant and appropriate mechanisms in place to deal with bullying in schools.
- Ensure that health and wellbeing, along with literacy and numeracy, remains the responsibility of all.
- Raise standards of educational achievement and attainment in Literacy and Numeracy.
- Deliver Gaelic Medium Education throughout the Outer Hebrides.
- Implementation of the 'Language Learning 1+2 Strategy'.
- Articulate existing Vocational education Strategy with National (Developing Young Workforce) agenda.
- Continue to deliver the "Whole School" Food Policy.
- Improve energy management in all Western Isles schools to ensure they perform to their specified design standards.

**Our Key Priorities for 2015-16 are:**

- Key Priority 1:** Deliver high quality learning and teaching in all educational settings.
- Key Priority 2:** Ensure effective, accountable leadership for all.
- Key Priority 3:** Improve the use of data to secure excellent outcomes for all learners in the Outer Hebrides.

**Planning Cycle**

The Education and Children's Services Department's business planning cycle is shown below.

Deadline	Action
<b>June</b>	<ul style="list-style-type: none"> <li>• SDA and PRD reports to Department</li> <li>• Business Plan 1st Quarter Update</li> </ul>
<b>Aug</b>	<ul style="list-style-type: none"> <li>• Start of Business Plan Process</li> <li>• Teaching Staff PRD process commences</li> </ul>
<b>Sept</b>	<ul style="list-style-type: none"> <li>• Business Plan 2nd Quarter Update</li> </ul>
<b>Oct</b>	<ul style="list-style-type: none"> <li>• Consult on next year's Business Plan</li> <li>• Training Plan approved</li> <li>• Start Budget Setting</li> </ul>
<b>Nov</b>	<ul style="list-style-type: none"> <li>• Consult on Budgets</li> <li>• Draft Business Plan for next year</li> </ul>
<b>Dec</b>	<ul style="list-style-type: none"> <li>• Finalise Budgets</li> <li>• Business Plan 3rd Quarter Update</li> </ul>
<b>Jan</b>	<ul style="list-style-type: none"> <li>• Upload Business Plan on Interplan</li> <li>• Commence annual SDA cycle</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Circulate Business Plan to establishments and staff</li> <li>• Business Plan 4th quarter Progress Report</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Start of Business Year</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Submit School Improvement Plan</li> <li>• Submit School S&amp;Q Report</li> </ul>



## USEFUL CONTACT DETAILS

**Other School Issues: in the first instance contact the relevant School Business Support Officer**

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**Do you have any comments, suggestions, questions?**

Please email Donna Smith  
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**Comhairle nan Eilean Siar**

**Business Plan Summary  
2015-2016**

**EDUCATION AND  
CHILDREN'S SERVICES**



**April 2015**