



Transformation Programme

The Transformation Programme is a process through which the current and desired use of technology across an institution is evaluated, and the resulting data used to assist in the creation of a holistic digital transformation strategy.

The **evaluation** phase provides an insight into how technology is currently used, whilst the **pilot** phase gives staff the freedom to explore new and existing technologies.

Drawing on information from the first two phases, a **strategy** is produced followed by a **procurement** process designed to reduce costs and establish a sustainable financial model.

	Process	Outcomes
Evaluation	A Tablet Academy Consultant will spend a half-day on-site meeting key personnel, looking around the school and talking with staff and students. There will also be a number of online surveys to be completed if questions are not covered in the interviews.	A summary of the findings which feed into, and influence, the strategy document along with the outcomes from the Pilot Phase. This summary may also include suggestions for what technology is included in the Pilot Phase.
Pilot	During this phase, loan equipment or on-site activities delivered by Tablet Academy educators are arranged that enable staff and students to evaluate different solutions such as VR, front of class solutions, robotics, user devices etc.	Staff and students feedback at to what they feel would be successful in the institution and these findings are fed into the strategy document.
Strategy	Your assigned Tablet Academy Consultant will draft a 3 year strategy document which will be shared with key personnel from the institution for feedback and amendments before being agreed.	A 3 year strategy document with key milestones, recommended actions, priorities, and a proposed programme milestone timeline.
Procurement	Tablet Academy will help identify your technology requirements and sustainable financial model. We will also facilitate introductions to suppliers , provide an independent opinion when reviewing quotes and ensure you are aware of any relevant industry offers.	Procurement support ensures the institution secure competitive pricing and benefit from available industry offers. We would also hope to identify a sustainable finance model for the institution.
Support	This element of the programme requires additional investment if not funded by industry offers. The support would depend on institutional requirements, but may include staff training, a Teacher's Apprentice or access to online resources.	Increased confidence and capabilities amongst staff allowing them to integrate the use of technology within their role, be it teaching and learning within the classroom, leadership or administrative tasks.
Transformation	The Transformation Programme is based on a 3 year cycle whereby the first 4 phases, on average, are completed within 3-6 months and the final Support Phase lasting up to 2 years (with additional investment). Towards the end of the 3 years we recommend the process is repeated as a review and planning activity. This ensures any progress made is sustained and you are able to stay up-to-date with the industry.	