

DRAFT v1

Bullying Review - Project Plan

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KEY TASK	DETAILS/ACTIVITIES	TIMESCALES	RESPONSIBILITY
Scoping of Review		16 February 2007	Chair, VC, Cabinet Member, Scrutiny Officer, Link Officer
Agree Project Plan		28 February 2007	All committee members
Obtaining Evidence:			
Written evidence	Children and Young People's Plan 2006-2009; BULLYING IN SCHOOLS - Developing a Policy; BULLYING IN SCHOOLS - A positive Approach - Guidelines on Managing Bullying; BULLYING IN SCHOOLS - Resources; BULLYING TODAY: A Report by the Office of the Children's Commissioner;	21 February 2007 (written evidence circulated ahead of gathering oral evidence)	Scrutiny Officer

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Oral Evidence	Head of Strategy Mgr Specialist Learning Support Anti-Bullying Officer Head Teachers Governors	9 March 2007 (a.m.)	All committee members
Other type of evidence (e.g. questionnaire, focus group, public meeting)		N/A	All committee members
Publicity of Review		N/A	Chair/VC/SO
Analysis of evidence/information		9 March 2007 (p.m.)	All committee members Scrutiny Officer
Members decide recommendations and findings		9 March 2007 (p.m.)	All committee members
Initial considerations of draft report.		9 March 2007	Scrutiny Officer
Final agreement of draft report		20 March 2007	All committee members
Circulate draft report to stakeholders & appropriate Cabinet Members		21 March 2007	Scrutiny Officer
Tripartite meeting		23 March 2007	Chair, VC, Cabinet Member, Scrutiny Officer, Link Officer
Final agreement		27 March 2007	All committee members
Report to Cabinet		12 April 2007	Chair/Vice-Chair