CONTENT/FORMAT OF THE CEIP REPORT / CENTRE COPY

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| Front Cover – to include relevant logos/sponsors |
| Introduction/Foreword to the CEIP Report  |
| Numbered Contents Page |
| Acknowledgements |
| Outline of the Evaluation and Planning ProcessFacilitator emails this to the centre after the CEIP Process  |
| Background to Quality FrameworkFacilitator emails this to the centre after the CEIP Process |
| History of the Centre |
| Mission Statement Aims and Objectives  |
| Background Information/Statistics |
| SCOT AnalysisFacilitator emails this to the centre after the CEIP Process |
| Feedback from Learner Evaluation  |
| Feedback from ETB/Board of Management  |
| Feedback from Parents/Guardians  |
| Feedback from Employers  |
| Feedback from other stakeholder groups as decided by staff team |
| Review of Action Plan from CEIP 201….(Last year)Facilitator emails this to the centre after the CEIP Process |
| List of areas being evaluated in 201…. (This year)Facilitator emails this to the centre after the CEIP Process |
| Evaluation of selected Quality Standard Areas 20…. (This year)Facilitator emails this to the centre after the CEIP Process |
| Timeframe for Actions.Facilitator emails this to the centre after the CEIP Process |
| Monitoring Arrangements  |
| Contact Details |