PILOT REPORT TEMPLATE

**Please type directly into this template or copy and paste unformatted text into the relevant sections. Please do not reformat tables or headings.**

**The standard EEF formatting to use throughout the document is:**

Body text should be justified and black Arial font in size 10. With 10pt spacing before and after and multiple 1.15 line spacing.

Main headings should be formatted like this

## Secondary headings

**Third level headings should be in bold**

*Fourth level headings should be in italics*

Pilot Report

NAME OF PROJECT

2ND LINE IF NEEDED

EEF to add date of publication

Insert author names

 Insert logo of evaluation team

**

The Education Endowment Foundation (EEF) is an independent grant-making charity dedicated to breaking the link between family income and educational achievement, ensuring that children from all backgrounds can fulfil their potential and make the most of their talents.

The EEF aims to raise the attainment of children facing disadvantage by:

* identifying promising educational innovations that address the needs of disadvantaged children in primary and secondary schools in England;
* evaluating these innovations to extend and secure the evidence on what works and can be made to work at scale; and
* encouraging schools, government, charities, and others to apply evidence and adopt innovations found to be effective.

The EEF was established in 2011 by the Sutton Trust as lead charity in partnership with Impetus Trust (now part of Impetus - Private Equity Foundation) and received a founding £125m grant from the Department for Education.

Together, the EEF and Sutton Trust are the government-designated What Works Centre for improving education outcomes for school-aged children.

For more information about the EEF or this report please contact:

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About the evaluator

*Please fill in details of the evaluation team, including a contact email address here.*

Executive summary

## The project

***Please provide the following details about the project as bullet points. EEF will use them to draft a section about the project. The length of the executive summary is limited to two pages:***

* Aim of pilot (e.g., this project aimed to use training in effective feedback to improve the writing skills of disadvantaged pupils in year 6).
* Target children (e.g., children with low literacy skills as measured by the YARC test).
* Age and school year of target children.
* Basic delivery info: how often, how many weeks, nature of intervention.
* Who delivered the intervention (e.g., teaching assistants, teachers, volunteers).
* Number of children and schools.
* Brief description of evaluation design
* Brief details of developers and any funders other than EEF.
* Very brief description of qualitative work undertaken.
* Dates when the pilot started and finished.

Figure 1: Summary of pilot findings

|  |  |
| --- | --- |
| Research question | Finding |
|  |  |
|  |  |
|  |  |

## Additional findings

Any interesting findings that go beyond the scope of the research questions, or any detail about the research questions that was not included in the summary.

Introduction

## Background evidence

* Existing evidence for the intervention.
* Explanation of the stage of development of the intervention
* Details of any relevant policy or practice context (eg, How widely is the intervention or similar interventions being used in schools? Is it relevant to any proposed or existing government policies?)
* The rationale for conducting the evaluation.

## Intervention

* A detailed description of the intervention being piloted, including how, when, where and by whom the intervention was delivered.

## Research questions

* Key research questions, including questions that answer:

## Is there evidence to support the theory of change?

## Is the approach feasible to deliver?

## Is the intervention ready to be evaluated in a trial?

## Ethical review

* Briefly summarise the ethical review that was undertaken.
* Describe how school agreement to participate in the trial was obtained. Provide relevant documentation in an appendix (e.g., Memorandum of Understanding).

## Data protection

* Describe the privacy notice or fair processing notice made available to participants, specifying all the purposes of data processing, retention periods and parties with access to the data during and after the trial. This may be part of an information sheet sent to schools and parents. Provide relevant documentation in an appendix (e.g., information sheet for parents, withdrawal forms).
* If not already included above, describe your legal basis for processing personal data and, if applicable, special data, with reference to the General Data Protection Regulation (Article 6 and Article 9, respectively) and/ or the new Data Protection Bill (if already in effect). Include any relevant documents in an appendix.

## Project team

* Provide details of the project team including those who developed and delivered the intervention and the roles of different members of the evaluation team. Include affiliation for all staff.

Methods

## Recruitment

* Explain how schools were recruited to the pilot, including any eligibility criteria.
* Explain how the pupils were identified, including any eligibility criteria.
* Explain from whom consent was sought If trial:

## Data collection

* Provide details of the methods and tools that will be used to answer the research questions and a brief description of why these methods were appropriate for collecting the evidence.
* If a logic model was developed, provide a brief description of how the logic model was created, when it was created, and who had input into the model.
* Provide details of who collected the data. If the project delivery team was involved outline any provision to prevent bias (e.g., telling the participants that survey data will be anonymous and analysed by the evaluators, shadowing a sample of interviews).

## Timeline

* Include a timeline of activities related to the evaluation and intervention delivery including recruitment period, data collection and delivery schedule.

Figure 2: Timeline

|  |  |
| --- | --- |
| Date | Activity |
|  |  |
|  |  |
|  |  |
|  |  |

Findings

## Participants

* Include a description of the schools involved in the pilot, including for example whether they are urban or rural, size of school, levels of deprivation, type of schools and Ofsted ratings so that readers can judge how able they are to generalise the results to their own context. This could take the form of a table(s) if appropriate.
* Provide a summary of participants that were involved in the pilot and any attrition.

## Evidence to support theory of change

* This section should use the findings to assess whether the intervention is likely to be effective.
* It should present answers to the research questions.
* It should described whether the approach changed participant behaviour as expected at the different points in the change model, and whether observed change is likely to lead to a change in attainment.
* This section should include:
* A logic model or theory of change, including how the model might have changed from the beginning of the pilot, and the how the intervention expects to impact on attainment.
* Any quantitative measures used to support theory of change.
* What are the perceived outcomes of the intervention?
* Any unintended consequences or negative effects.
* Provide details of the results from any analysis.

## Feasibility

This section should provide a summary of the key findings that describe if the intervention is likely to be practical and feasible. Please refer to the research questions.

This section could include:

* Description of any barriers to delivery being experienced.
* How attractive the intervention is to stakeholders.

## Readiness for trial

* This section should provide a summary of the any findings that would suggest the intervention is ready to be trialled at a larger scale (i.e. the extent to which the programme is replicable, and scalable beyond pilot stage, affordability).
* Describe any lessons learned from trialling potential design methodology or outcome measures.

Conclusion

Figure 3: Summary of pilot findings

|  |  |
| --- | --- |
| Research question | Finding |
|  |  |
|  |  |
|  |  |

## Formative findings

## Are there any ways that the intervention can be improved?

## Interpretation

## A full discussion of the interpretation of the outcomes, including evidence to support the theory of change, feasibility of the approach, and readiness for trial.

## Outline any limitations of the evaluation.

## Future research and publications

* Suggestions for future trial methodology, including design and outcome measures.
* Future research questions that need answering should be specified.
* Any further publications coming out of the evaluation should be signposted.

References

**Footnotes and references**

*Please provide references using the Harvard system (http://libweb.anglia.ac.uk/referencing/harvard.htm) and supply full references in a bibliography.*

*Please use footnotes sparingly. If you need to use footnotes, please use the Microsoft Word footnote function.*

Appendices:

Please submit any appendices as a separate document. We will be publishing these as a separately to reduce the length of reports.

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