



Partnering With Schools Rubric

Where does your program stand with respect to these different areas of connecting with schools? Assess your program using the rubric below. Use the **Program Team Communication Process Form** to identify who will meet (school and afterschool staff, community partners, families) to identify areas you will focus on in the short, medium, or long term and to create a timeline for implementation.

	Needs Work	Emerging	Strong
Contact Information	No idea of schools the children and youth attend, or who staff are.	Collects contact information at the beginning of the year, but no process to update; information may be limited.	Readily accessible list of school addresses, websites, principals, afterschool liaison, relevant teachers.
Roles, Expectations	Afterschool staff and school staff do not meet or discuss programming.	Afterschool and school staff have met to share information, but are still in the process of developing ways to collaborate.	Leaders from the school day serve on the program planning team. Afterschool and school staff meet regularly, see themselves as a team serving the same children, share and discuss goals, activities, and curricula, collaborate on alignment efforts. MOU's in place for joint undertakings.
Data	Afterschool provides school with no data. Schools provide afterschool with no data, or data in unusable form.	Some data is shared, but it may not be used to set strategies or be actively discussed between school and afterschool program.	Data important to improving services to children and youth are identified and shared, with privacy regulations met, in useful forms. These may include attendance, English language proficiency, reading and math scores, behavior incidents, special needs, class grades, afterschool performance reports, etc.





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Systems	School and afterschool do not share policies or procedures with respect to students or families.	Policies have been shared in the past but may be out of date.	Policies for communication, data sharing and resource sharing are in written form. Afterschool and school understand and support each others' policies and procedures. Afterschool partners with schools for parent outreach and communication.
Relationships	Staff from school and afterschool do not know each others' names, and none would recognize each other on the street.	Some school and afterschool staff may have met, but communication is limited.	Staff attend each others' events, communicate easily, and respect each others' contributions to youth.
Other			