

**RE-ENTRY ACTION PLAN IMPLEMENTATION REPORT**

<Name of Course>

<Date>

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<**Name of Course**>

<**Name of Learning Service Provider**>

**Background**

*<Provide information on when the training was conducted, the number of participants, when the REAPs were drafted, the role of the LSP in the preparation and review of the REAPs>*

*Note: Delete instructions when submitting this report*

**Information about REAPs**

*<Provide information on participant REAPs in the table below>*

|  |  |  |  |
| --- | --- | --- | --- |
| Partner Agency | Group or Individual REAP | Title of REAP/ Capstone Project | Name(s) of REAP Participant(s) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**REAP Progress**

<*Collect information from the AAAEP-P website from the 1, 3 and 5 month progress reports of participants on the status of each REAP. This information should summarise the level of completion and implementation of REAPs including any outputs or outcomes achieved, identify any reasons for delays in completion or non-implementation, such as change in commitment by supervisor or agency, availability of time to complete the REAP, provision of budget etc*.>

**Support Provided by LSP**

<*Provide details on the support provided by the LSP in the completion and implementation of the REAPs, including any coaching, support to mentors, interventions in the workplace etc*.>

**Improved Competencies of Participants**

*<Update participant competency report cards detailing any improved competencies resulting from REAP implementation and post-REAP competency assessment>*

**Lessons Learned**

<*Provide information on any lessons learned by the LSP in the development, completion and implementation of participant REAPs*>

**Recommendations**

<*Provide recommendations to the Australia Awards Program on changes to the way REAPs are managed in the design and delivery of training programs and in the completion and implementation of REAPs in the workplace*>