

**USAID/Uganda Literacy Achievement and Retention Activity**

**I. Focus Group Discussion Guidelines: Head Teachers and Change Agents**

**Learning goal**

1. **Factors that lead to the successful implementation of Journeys and the barriers to successful implementation.**
2. **What is needed to improve the implementation and sustainability of the Journeys program**

*Introduction: [After obtaining consent from the participants, start the discussion by introducing yourself again]*

Hello everyone! Thank you very much for volunteering to speak with us today. My name is . I have come here with my colleague(s) . We have gathered you all together to get your thoughts about the changes in your school as a result of the Journeys interventions. We shall also discuss the projects or action you have implemented in this school to address and reduce violence.

We encourage all of you to answer as honestly as possible. It is very important that you **do not mention any names** in the group discussion. It is also important that you do not talk about what others say in this group outside of this group, and it is particularly important that you do not mention any names that might be mentioned. Doing so could possibly result in some harm to those individuals named. Please know that even though we are asking people in this group to not talk about what others in the group say, we cannot guarantee that they will not, so please be careful to not disclose names or details that others could use to figure out whom you are talking about.

Your answers will be used to inform activities that will make schools in Uganda safer and more positive places to learn. Before we start let us introduce ourselves to one another *(Each participant should say their name, and class loud…...)*.

***Also set ground rules:* *Ask participants to generate a list of rules for the discussion.***

**Do you have any questions? *[Give time to take and address questions thoroughly and then start with the discussion.]* Thank you. Let’s begin.**

1. Please tell us about implementing the Journeys program for the staff?

* Do you feel you have been successful? Why and why not
* What do you think is needed to improve the program and make sure that it continues?
  + - As a head teacher what can you do to improve implementation and attendance
    - As a change agent what can you do to improve implementation and attendance
    - How do you work with the Community Change Agents? Do you think there is a way that the community and student programs could come together?
* Encourage the head teacher and change agents to be as specific as possible.

1. Please tell us about implementing the Journeys program for pupils – the UKU teams?

* Do you feel you have been successful? Why and why not?
* What do you think is needed to improve the program and make sure that it continues?
  + As a head teacher what can you do to improve implementation and attendance
  + As a change agent what can you do to improve implementation and attendance
* Encourage the head teacher and change agents to be as specific as possible.

***Thank you.***