

Comprehensive Needs Analysis

ASONE Hub utilises a comprehensive needs analysis approach to ensure that we deliver high-quality, inclusive music education tailored to the unique needs of children and young people across Cornwall. This process helps us understand the musical needs, aspirations, and priorities within our community, enabling us to align our programs with the National Plan for Music Education (NPME) and achieve our mission of fostering musical talent and providing diverse musical opportunities.

We evaluate and develop across two distinct stands of delivery:

- **Organisational Needs Analysis:** At the organisational level, ASONE Hub focuses on strategic partnerships, communication, and team development to understand and address the broader needs of our community. We collaborate with local academy trusts, community organisations, and other stakeholders to deliver coordinated music education programs. Our communication strategy, team structure, and emphasis on youth participation and inclusion are central to identifying and responding to the needs of our diverse population.
- **Delivery Needs Analysis:** At the delivery level, ASONE Hub provides practical tools and frameworks to help music educators regularly assess their progress and reflect on their practices. This includes engaging with stakeholders through surveys, focus groups, and advisory panels, as well as evaluating current programs to identify what works and areas for improvement. By incorporating a review and reflection process, music education providers can continuously improve their methods, stay aligned with their goals, and make informed decisions to ensure all children and young people have access to high-quality musical opportunities.

This dual approach at the organisational and delivery level ensures that ASONE Hub can respond effectively to the evolving needs of our community, supporting the continuous improvement and sustainability of our music education programs.



Geography Matters

Located in Cornwall, ASONE Hub serves a rural and geographically dispersed population.

We partner with various local organisations, schools, and community groups to deliver music education that meets the unique needs of our region. Our work is aligned with the five strategic functions outlined in the

NPME: Partnerships, Schools, Progression and Musical Development, Inclusion, and Sustainability.

The Local Plan for Music Education (LPME) is our roadmap for implementing these national aims within the context of Cornwall, fostering an environment where both learners and educators can thrive.

Organisational Needs Analysis

ASONE Hub is committed to delivering high-quality, inclusive music education to children and young people across Cornwall. Our mission is to support schools and other educational settings in providing exceptional music education, empower young people to develop their musical talents, and ensure that all children have access to a diverse range of musical opportunities both in and out of school. This needs analysis document outlines the strategies and frameworks ASONE Hub currently employs to assess and meet the needs of our community, in alignment with the National Plan for Music Education (NPME).



Current Needs Assessment Strategies

ASONE Hub uses a comprehensive approach to needs assessment, incorporating feedback from students, teachers, and community partners to continuously refine and improve our programs. Below are the key components of our current needs assessment strategy:

- ### Partnerships and Collaboration

We work closely with local academy trusts, community organisations, and stakeholders to deliver coordinated and effective music education programs, interventions, and pilot projects. Partnerships are critical for understanding the diverse needs of our community, identifying areas for improvement, and leveraging resources to expand our reach. Our academy partners include TPAT, CELT (Cornwall Education Learning Trust), ASPIRE, and the North Cornwall Learning Trust and we employ a team of four school and community engagement leads to continuously develop our understanding of needs and aspiration for schools and communities.

- ### Communications Strategy

ASONE Hub maintains an active communication strategy to engage with all stakeholders. Regular updates are shared through our website, social media channels, and newsletters. This strategy ensures transparency, keeps the community informed of our activities, and provides a platform for feedback. Engaging directly with students, parents, and educators allows us to tailor our programs to better meet their needs. Our website includes some key areas including – current calls for funded support or commissioned activities, instructions on how to offer generic offers such as subsidies, minority instrument bursaries, digital resources and CPD (Continuous Professional Development) and a booking system that allows people to hire instruments at subsidised rates.

- ### Team Structure and Development

Our team is structured to deliver on the objectives of the LPME effectively. Each member of the team



has clearly defined roles, ensuring focused attention on youth voice, community engagement, program development, safeguarding, delivery support, event management, and instrument maintenance. Ongoing professional development is a priority, ensuring our staff remains well-equipped to meet the needs of our community.

Refer to our LPME for current role structure and detailed responsibilities.

- **Youth Voice and Participation**

ASONE Hub values the input of young people and integrates their feedback into program planning and execution. Through youth advisory panels, surveys, and direct engagement, we gain insights into the interests and needs of our student population. This youth-centered approach ensures that our programs are relevant, engaging, and supportive of students' musical development.

- **Accessibility and Inclusion**

Ensuring accessibility and inclusion is central to our mission. We regularly assess barriers to participation, such as financial constraints, geographic isolation, and cultural differences, to develop targeted strategies that make music education more inclusive. Our IDEA

(Innovation, Diversity, Equity, and Accessibility) inclusion strategy, scholarship programs, and instrument loan schemes are designed to reduce these barriers and provide equitable access to music education.

- **Professional Development for Music Teachers (CPD)**

Supporting music teachers is a core component of our needs assessment strategy. We offer a range of CPD opportunities, including workshops, training sessions, and peer mentoring, to enhance teachers' skills and knowledge. These CPD activities are designed based on feedback from teachers and are aligned with the goals of the LPME to ensure high-quality music education across all schools.

- **Fundraising and Sustainability**

To meet the increasing demand for our programs and to sustain our initiatives, ASONE Hub has obtained fundraising accreditation. This accreditation allows us to secure additional funding through grants, sponsorships, and public donations. Our fundraising efforts are focused on enhancing existing programs, developing new initiatives, and ensuring the long-term sustainability of our services. We aim to provide more children with access to music education and address the growing need for financial support.



Engagement and Feedback

ASONE Hub invites all members of the community to engage with our programs, share feedback, and participate in our events. We believe in a collaborative approach, where the voices of students, teachers, and community members are valued and heard. Our team is dedicated to ensuring that the ASONE Hub remains a

vital and enriching part of Cornwall's cultural landscape. We work with a four geographically dispersed community and school engagement leads as well as two ensemble focused progression leads to further communicate the needs of teachers and students with the core team.

Delivery Needs Analysis (Including ASONE Hub ran programmes)

Review and Reflection Process Toolkit

This toolkit is designed to help music education providers regularly assess their progress toward achieving their goals.

These practices will allow deliverers to practically reflect on their achievement, identify any obstacles, and make informed decisions about what to do next. This process ensures continuous improvement, strategic decision-making, and alignment with the goals of the music education programs.



Definition:

Needs analysis refers to the methods ASONE Hub uses to research, identify, and understand the musical needs, aspirations, and priorities of children and young people in their area.

Purpose:

- To gather balanced and reliable data, feedback, and evidence to support ASONE Hub understanding of local needs.
- To consult meaningfully with a range of stakeholders and communities, ensuring the identification of existing needs and gaps.
- To interpret evidence to inform decision-making, ensuring that programs are responsive to the needs of children and young people.

Components of Needs Analysis

Review of Demographic and Socio-Economic Data: Understand the population's characteristics, economic status, and geographic factors that may influence musical needs.

- **Analysis of Participation and Engagement Data:** Examine data on who is currently participating in music programs to identify trends and gaps.
- **Learning from Collected Data:** Summarise findings to identify underserved or under-represented groups

and areas where ASONE Hub efforts may need to be strengthened.

- **Direct Input from Stakeholders:** Engage children and young people directly to learn about their musical interests and needs. Gather input from parents, carers, teachers, and others who support musical learning.
- **Learning from Evaluations and Research:** Use program evaluations, formal research, pilot projects, and day-to-day dialogue to continuously improve understanding of local needs.

Importance of Needs Analysis

- **Reflecting Community Diversity:** A comprehensive needs analysis helps ASONE Hub understand and celebrate the diversity, interests, and passions of the communities they serve.
- **Informed Decision-Making:** Provides a robust evidence base for developing and delivering programme, advocating for resources, and making strategic decisions.
- **Addressing Barriers:** By understanding and overcoming barriers, ASONE Hub can ensure that all children and young people, including those with Special Educational Needs and Disabilities (SEND) or from disadvantaged backgrounds, have access to high-quality musical opportunities.



Examples of Needs Analysis Activities

- **Data Collection on Programme Access:** Regularly collect and analyse data on who is accessing ASONE Hub programs and who is not, identifying patterns of engagement and exclusion.
- **Geographic Mapping of Programmes:** Map out where programs are offered to identify geographic areas that may be underserved.
- **Surveys and Feedback:** Use surveys and feedback forms to gather input from young people, parents, carers, partners, and schools about their needs and experiences.
- **Stakeholder Meetings and Consultations:** Hold regular meetings with stakeholders, including advisory groups, to discuss needs and gather diverse perspectives.
- **Programme Evaluations:** Conduct evaluations to assess the effectiveness and reach of programs, identifying what works well and what needs improvement.
- **Commissioned Research and Pilot Projects:** Undertake specific research or pilot projects to explore needs or issues affecting young people in the community.



Incorporating Learnings and Best Practices

Best practices highlighted include:

- **Focus on Children and Young People:** Prioritising the needs of children and young people in all analysis and planning activities.
- **Identifying Barriers to Participation:** Understanding barriers to participation and progression to create more inclusive programs.
- **Achieving Equality of Opportunity:** Striving for equity of access to musical opportunities, ensuring that all young people, regardless of background, can participate and benefit.

Planning and Delivering Needs Analysis Activity

- **Involving ASONE Hub Partnership:** Engage the partnership, including a broad range of stakeholders, in the needs analysis process to ensure comprehensive input and buy-in.
- **Integrating Needs Analysis into Regular Practice:** Make needs analysis a regular part of ASONE Hub operations, with continuous data collection, feedback, and consultation activities.
- **Planning Cycles of Activity:** Implement cycles of needs analysis (e.g., annual, biannual) to track progress and changes over time, aligning these with the development of ASONE Hub strategies and plans.
- **Resource Allocation for Special Projects:** Set aside resources or seek funding for special projects that address specific needs or gaps and leverage external research to enhance understanding.

ASONE Hub Needs Analysis Toolkit for Deliverers

These practical tools set out a simple and achievable practice to complete needs analysis.

ASONE Hub expects that all deliverers and partners can demonstrate the use of these practices or adopt similar ones. If there is any uncertainty about how to introduce or track data, Continuing Professional Development (CPD) will be provided to support this process.



Data Collection and Analysis

Purpose:

To gather and analyse data to understand the musical needs and participation in the community.

Steps:

Collect Demographic and Socio-Economic Data

- Use local reports and school records to understand the population's characteristics (age, income, etc.).
- Map out where people live and where programs are offered to identify areas that might be underserved.

Gather Participation and Engagement Data

- Track who is currently participating in music programs (age, gender, background).
- Look for patterns in attendance and engagement to identify which groups might be left out.

Analyse the Data

- Use simple tools like Excel to look for trends and gaps in participation.
- Create charts or maps to visually show findings.
- Write a summary of key insights, focusing on who needs more support or access.

Engaging Stakeholders

Purpose:

To gather input from children, parents, teachers, and community members about their musical needs and interests.

Steps:

Use Surveys and Feedback Forms

- Create simple surveys asking about musical interests, needs, and barriers to participation.
- Distribute surveys in schools, community centres, online, and at events.
- Collect responses and look for common themes or needs.

Organise Focus Groups and Interviews

- Set up small group discussions or one-on-one interviews with students, parents, and teachers.
- Ask open-ended questions about their experiences with music education and what they would like to see improved.
- Take notes on key points and suggestions.

Form Advisory Groups

- Create groups with representatives from distinct parts of the community (e.g., youth, parents, teachers).
- Meet regularly to discuss needs and provide feedback on programs.
- Document the discussions and use the input to shape future programs.

Program Evaluation

Purpose:

To evaluate current music programs to see what is working and where improvements are needed.

Steps:

Plan the Evaluation

- Define what success looks like for each program (e.g., high attendance, positive feedback).
- Develop questions to assess program impact, satisfaction, and areas for improvement.

Collect Evaluation Data

- Use attendance records, feedback forms, and observation to gather data on program performance.
- Conduct follow-up surveys or interviews with participants to gather more detailed feedback.

Analyse and Report Findings

- Review the data to identify what works well and what needs improvement.
- Create simple reports with key findings and recommendations for changes.
- Share these reports with stakeholders to inform future planning.

Reporting to ASONE Hub

Purpose:

To ensure regular communication with ASONE Hub about needs analysis findings and progress.

Steps:

Prepare Regular Reports

- Summarise key findings from data collection, stakeholder engagement, and program evaluation.
- Highlight any new needs identified, successes, and areas that need more attention.

Communicate Findings

- Share reports with ASONE Hub through regular meetings or written updates.
- Discuss findings with Hub partners to align on actions and strategies.

Use Feedback to Improve Programs

- Take feedback from ASONE Hub and stakeholders into account when planning new activities or making changes to existing programs.
- Keep a record of changes made based on feedback to show continuous improvement.



Review and Reflection Process

Purpose:

To regularly assess progress towards goals, reflect on achievements, and make informed decisions about the next steps.

Steps:

Allocate Time for Review

- Set aside dedicated time for review sessions, ensuring you are not in a rush. Choose a consistent time (e.g., weekly, monthly) to regularly assess your progress.

Create a Suitable Environment

- Find a quiet, comfortable space free from interruptions where you can focus on reflection. Ensure the environment supports thoughtful and uninterrupted review.

Review Your Goals and Activities

Look back at the planned goals and activities for the period under review.

For each goal, consider:

- What has been achieved?
- Did you deliver what was intended?
- Did it meet expectation?
- What would you have done differently?

Reflect on Your Progress

Ask yourself:

- Is delivery on track and how do you know?
- How far have you got and what is the evidence?
- What obstacles have you encountered and what was their impact?
- Was your initial plan realistic?
- Decide on Next Steps

Based on your reflections, decide what needs to happen next:

- Progress as before or make changes?
- On track or do you need to update the timeline?
- Action plan that reflects reality?

This review and reflection process will ensure you stay aligned with your goals, you can adapt to challenges, and continuously improve your practice. This approach promotes mindful, strategic decision-making and helps maintain momentum towards achieving successful outcomes.

For more information or clarification, please contact hub@asoneperform.com