

IMPLEMENTATION STAGES MANAGEMENT TEMPLATE

Where are you in the stages of implementation? Consider using this template to document dates and descriptions of when you reached a new stage, and to note target dates for reaching the next stage.

Practice or Strategy	Exploration Discuss how the program meets the needs of your school, gather support	Installation Once decision is made to move forward, preparations for implementation needs to be made. Training and coaching begins	Initial Implementation Implementation begins – implementation team assesses and problem solves, learns from mistakes	Full Implementation Program is successfully adopted, Innovation, “First do it right, then do it better”
Parent Engage ment & Parent Ed				
RENEW				
Transiti on Training s				
Best Practice ELO				

Interagency Collaboration				

There are four functional stages of implementation. Each stage of implementation does not cleanly and crisply end as another begins. Often they overlap with activities related to one stage still occurring or reoccurring as activities related to the next stage begin.

- Exploration: Discuss how the program meets the needs of your school, gather support
- Installation: Once decision is made to move forward preparations for implementation needs to be made. Training and coaching begins
- Initial Implementation: implementation begins – implementation team assesses and problem solves, learn from mistakes
- Full Implementation: Program is successfully adopted, Innovation, “First do it right, then do it better”

Sustainability is embedded within each of the four stages rather than considered a discrete, final stage.