

STAFF SURVEY FOR SCHOOLS
(Academic Year - 2008/09)



Your help in completing this questionnaire is very important to "Name of School". Your views will be used to help formulate plans to continually improve "Name of School", its services and facilities. **Please note that your anonymity will be protected at all times. No questionnaires will be seen by "Name of School" nor will any individual questionnaire be scrutinised. Thank you for your help.**

Please complete and return this in the envelope provided by dd/mm/yy. All questionnaires will be collected, processed and then destroyed by QDP Services who are an independent questionnaire data processing agency.

Please place **ONE** cross in the box (using **black/blue** ink), e.g. ☒, next to the number which best describes how much you agree with each of the following statements below:

1☐ - Agree Completely; 2☐ - Agree Mostly; 3☐ - Disagree Mostly; 4☐ - Disagree Completely; 5☐ - Not Applicable (N/A)

☺ → ☹
Agree Completely → Disagree Completely N/A

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Purpose, Structure and Direction

(2)	1	I support the school's Vision Statement	1☐	2☐	3☐	4☐	5☐
(6)	2	Overall, I support the school's ethos and aims	1☐	2☐	3☐	4☐	5☐
(7)	3	I know what the various co-ordinators in the school do	1☐	2☐	3☐	4☐	5☐
	4	I have met with members of the school's Governing Body	1☐	2☐	3☐	4☐	5☐

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Strategic Management

(8)	5	I know who the members of the Leadership Team are	1☐	2☐	3☐	4☐	5☐
(9)	6	I understand the responsibilities of the Leadership Team	1☐	2☐	3☐	4☐	5☐
(13)	7	The Leadership Team provides clear direction and leadership	1☐	2☐	3☐	4☐	5☐
	8	I understand the responsibilities of staff with TLR allowances	1☐	2☐	3☐	4☐	5☐
(10)	9	The school is managed effectively	1☐	2☐	3☐	4☐	5☐
	10	Satisfactory cover is always in place for my PPA time	1☐	2☐	3☐	4☐	5☐
	11	I am well supported by specialist staff (eg SENCO, family worker etc)	1☐	2☐	3☐	4☐	5☐

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Organisational Values and Culture

(105)	12	I am aware of the school's stated values	1☐	2☐	3☐	4☐	5☐
(106)	13	This is a friendly place to work	1☐	2☐	3☐	4☐	5☐
(107)	14	I am treated with respect by my colleagues	1☐	2☐	3☐	4☐	5☐
(108)	15	My efforts at work are recognised	1☐	2☐	3☐	4☐	5☐
(109)	16	People are generally helpful here	1☐	2☐	3☐	4☐	5☐
(110)	17	I am regularly asked for my opinions on work matters	1☐	2☐	3☐	4☐	5☐

(please continue over the page)

Please place **ONE** cross in the box next to the number which best describes how much you agree with each of the statements.

1 - Agree Completely; 2 - Agree Mostly; 3 - Disagree Mostly; 4 - Disagree Completely; 5 - Not Applicable (N/A)

12

2

0

0



Agree
Completely



Disagree
Completely

N/A

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Organisational Values and Culture (contd)

- | | | | | | | | |
|-------|----|------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| (111) | 18 | The school treats me fairly | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (81) | 19 | The school cares about my welfare | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (57) | 20 | Things are improving in the school | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |

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Communications

- | | | | | | | | |
|------|----|--|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| (14) | 21 | I am well informed about the school's activities | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (15) | 22 | Communications within this school are good | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (11) | 23 | Managers consult with staff when introducing major changes | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (96) | 24 | I am given enough information to understand why change needs to happen | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (19) | 25 | The newsletter is valuable | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| | 26 | I know what is in the School Profile | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (20) | 27 | Communication between different teams is effective | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (21) | 28 | Good practice is effectively shared across the school | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| | 29 | I am helped to maintain good contact with parents | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |

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Cross School Organisation

- | | | | | | | | |
|------|----|---|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| (58) | 30 | The curriculum is managed effectively | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (59) | 31 | Learners are well supported | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (51) | 32 | The school provides high quality learning opportunities | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |

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My Local Line Management

- | | | | | | | | |
|-------|----|---|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| (112) | 33 | My team/year group is well managed | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (113) | 34 | My line manager makes me feel valued | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (114) | 35 | I am often thanked by my line manager for my efforts | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (115) | 36 | I am treated with respect by my line manager | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (116) | 37 | My line manager treats everyone fairly | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (18) | 38 | Communications are good within my team/year group | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (117) | 39 | My line manager keeps me well informed | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (118) | 40 | Issues in my team/year group are dealt with in the open | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |
| (119) | 41 | Our team meetings are worthwhile | 1 <input type="checkbox"/> | 2 <input type="checkbox"/> | 3 <input type="checkbox"/> | 4 <input type="checkbox"/> | 5 <input type="checkbox"/> |

(please continue over the page)

Please place **ONE** cross in the box next to the number which best describes how much you agree with each of the statements.

1 - Agree Completely; 2 - Agree Mostly; 3 - Disagree Mostly; 4 - Disagree Completely; 5 - Not Applicable (N/A)

		13	3	0	0		
		Agree Completely \longrightarrow Disagree Completely				N/A	
Office Use Only	<u>My Local Line Management (contd)</u>						
(120)	42 I am clear about my team's/year group's priorities/targets	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(121)	43 I am clear about my individual priorities/targets	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(83)	44 My line manager lets me know what I am doing well and how I need to improve	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(70)	45 My line manager's assessment of my performance is fair	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(30)	46 I receive good support from my line manager	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(101)	47 My line manager is willing to listen to my work related problems	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(122)	48 I feel able to ask my line manager for help	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(87)	49 My team/year group works to high teaching and learning standards	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(29)	50 In my team/year group we continually make improvements for the children	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
Office Use Only	<u>My Colleagues in the Team</u>						
(73)	51 I get help from my colleagues if needed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(104)	52 My colleagues are willing to listen to my work related problems	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
Office Use Only	<u>Appraisal, Training and Development</u>						
(123)	53 My performance against individual priorities/targets is regularly reviewed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(31)	54 I participate in the performance review scheme	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(124)	55 My individual training needs are discussed and agreed with me	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(32)	56 My performance review leads to positive actions	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(125)	57 The school commits resources to my development	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(35)	58 The training I receive helps me in my work	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
Office Use Only	<u>Career Development</u>						
(126)	59 My job provides me with opportunities to develop	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
(79)	60 There are opportunities here for me to progress my career	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
Office Use Only	<u>Community Links</u>						
	61 This school meets the needs of its local community	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	
	62 I feel part of the local community through my job in this school	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	

(please continue over the page)

Please place **ONE** cross in the box next to the number which best describes how much you agree with each of the statements.

1 - Agree Completely; 2 - Agree Mostly; 3 - Disagree Mostly; 4 - Disagree Completely; 5 - Not Applicable (N/A)

14

4

0

0



Agree
Completely



Disagree
Completely

N/A

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Community Links (contd)

63 I have the opportunity to contribute to After-School Activities

1 2 3 4 5

64 My ideas for After-School Activities/Clubs are welcomed

1 2 3 4 5

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Equal Opportunities

(45) 65 I am familiar with the school's Equal Opportunities policy

1 2 3 4 5

(46) 66 The school provides Equal Opportunities for all

1 2 3 4 5

(60) 67 The school is a suitable environment for children with disabilities

1 2 3 4 5

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Health and Safety

(49) 68 I am familiar with the school's Health and Safety policy

1 2 3 4 5

(50) 69 The school provides a safe work environment

1 2 3 4 5

(127) 70 I am trained to use equipment for my job

1 2 3 4 5

71 My emotional and mental health are safeguarded at school

1 2 3 4 5

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Job Security and Satisfaction

(78) 72 I believe my job is safe for the foreseeable future

1 2 3 4 5

(80) 73 I feel confident about the future of the school

1 2 3 4 5

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Pay and Benefits

(128) 74 My pay is fair reward for my work

1 2 3 4 5

(129) 75 Compared with people in other walks of life I think I am fairly rewarded

1 2 3 4 5

(130) 76 I know I will share in the success of the school

1 2 3 4 5

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Personal Development and Skills

(88) 77 I am confident in using my computer and its applications in my work role

1 2 3 4 5

(89) 78 I am confident about using numbers in my job

1 2 3 4 5

(90) 79 I am confident about the use of English in my job

1 2 3 4 5

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Self-Assessment and Planning

(25) 80 I contribute to my team's self evaluation

1 2 3 4 5

81 I know what is in the school's Improvement Plan

1 2 3 4 5

(28) 82 I am clear about my role in the fulfilment of our plans

1 2 3 4 5

(please continue over the page)

Please place **ONE** cross in the box next to the number which best describes how much you agree with each of the statements.

1 - Agree Completely; 2 - Agree Mostly; 3 - Disagree Mostly; 4 - Disagree Completely; 5 - Not Applicable (N/A)

15

5

0

0



Agree
Completely



Disagree
Completely

N/A

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The Work Itself

(131)	83	The work I do is varied	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(132)	84	The work I do is interesting	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(133)	85	The work I do is challenging	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(134)	86	I have gained in confidence whilst working here	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(135)	87	I have gained new skills whilst working here	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(136)	88	I enjoy the work I do	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

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Working Conditions

(44)	89	The school's premises are well maintained	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(137)	90	Toilet facilities are well looked after	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(72)	91	Facilities for refreshments are good	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(53)	92	Staffroom facilities are good	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(138)	93	My place of work is clean and tidy	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(38)	94	My work area is adequate for my needs	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(139)	95	The equipment I use meets the demands of my job role	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(43)	96	I receive good technical support	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(140)	97	The equipment I use is properly maintained	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(39)	98	I have adequate access to computers at school	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(40)	99	Access to the intranet helps me in my work	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(41)	100	Access to RAISE online helps me in my work	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

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Overall Satisfaction

(82)	101	I would recommend this school as a good place to work	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(141)	102	I would recommend the school to other potential employees	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(56)	103	Overall, I am happy working here	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

(please continue over the page)

About Yourself (Please place ONE cross in appropriate box)

Your anonymity is guaranteed as all questionnaires will be collected, processed and then destroyed by QDP Services who are an independent questionnaire data processing agency. No questionnaire will be seen by any "Name of School" personnel and no individual questionnaire will be scrutinised.

(61) **Job Role:** Managerial ¹ Admin ² Student Support ³
Teaching ⁴ Service other ⁵

(62) **Contract Type:** Full Time ¹ Fractional ² Hourly Paid ³
Permanent

(63) **Gender:** Male ¹ Female ²

(64) **Time Employed:** 0 - 2 yrs ¹ 3 - 5 yrs ² 6 - 10 yrs ³
11+ yrs ⁴

(65) **Age Group:** 16 - 30 yrs ¹ 31 - 40 yrs ² 41 - 50 yrs ³
51+ yrs ⁴

(67) **Ethnicity:** Prefer Not to Answer ¹ Black African ² Black Caribbean ³
Black other ⁴ Bangladeshi ⁵ Chinese ⁶
Indian ⁷ Pakistan ⁸ White ⁹
Other ¹⁰

General Comments

Do you have any general comments about "Name of School"? (For example, aspects that have been very successful or ideas you have which could improve the school).

Thank you for completing this survey