

**Insert Name of School: Insert SEED number**

## **Your views about the school**

**Questions for staff who are not directly involved in teaching pupils, for example, office staff.**

We will inspect your school soon. We would like you to give us your views. Your views are important to us, because they will form part of the evidence we collect in the inspection. We may give your school a summary of the results of all the questionnaires we use. We will not give your name in any information we share with others. We will be careful in how we present any information in tables, to keep your answers confidential. We may use the information for statistical purposes.

- The questions will take you around 10 minutes to answer.
- Please read each statement and tick the answer that best describes your experience of the school as a whole.
- You need to **write and sign your name** on the back of the form to make it valid. We will keep your answers confidential, unless they raise specific issues such as those relating to child protection in the school.
- Inspectors will take into account factors which affect the school and the needs of pupils.
- When you have filled in your form please put it in the prepaid envelope provided, seal it and return it to Education Scotland or to the school office (who will send it to Education Scotland) by **Insert date here - 6 working days before inspection date.**
- If you need more information or help to answer the questions, please phone **Insert IA telephone number here.**
- During the inspection, inspectors will be happy to talk to any member of staff who wants to discuss any matter with them.
- Please use blue or black ink.

**Thank you for answering the questions.**

If you have textphone equipment, please dial: + 44 (0)1506 600 236. (This is a service for deaf users, please do not use this number for voice calls as your call will not connect.)

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**Questions for staff who are not directly involved in teaching pupils**

		Strongly agree	Agree	Disagree	Strongly disagree	Don't know
We have numbered the boxes for our purposes						
1	I have access to the information I need to carry out my work.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
2	All staff and pupils respect each other.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
3	Pupils are well behaved.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
4	I am involved in staff discussions about how to achieve school priorities.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
5	I have good opportunities to be involved in making decisions.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
6	Staff communicate effectively with each other.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
7	Staff treat all pupils equally.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
8	Support for pupils with additional support needs is effective.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
9	Parents are fully involved in the school and their children's learning.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
10	I am aware of the school's procedures for protecting children.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
11	Leadership at all levels is effective.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
12	I have good opportunities to take part in training activities.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5

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**Questions for staff who are not directly involved in teaching pupils**

Please use the space below to give us more information on any of the answers you have given. Please also add any other comments you want to make about the school.

Your name: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Please write clearly)

**Thank you for giving us your views.  
Please return this form to us in the prepaid envelope provided.**