QUESTIONNAIRE FOR THE HEAD TEACHER

This questionnaire is for the head teacher.

It asks about the school ethos, physical environment of the school, the facilities available and the school's catchment area.

We would be grateful if you could answer all questions, but if there are any you feel are inappropriate please put a line through them.

THANK YOU VERY MUCH FOR YOUR HELP

This information is confidential. No person or establishment will be identified by name in any report or publication.

30/05/02

SECTION A: YOUR PERCEPTION OF THE SCHOOL

Please indicate how much you agree or disagree with the statements below about your school

A1. **Expectations and standards:**

		Agree strongly	Agree	Disagree	Disagree strongly
a)	The school gives high priority to raising pupils' standards of achievement	1	2	3	4
b)	The teachers have high expectations of the pupils' standards of achievement	1	2	3	4
c)	The school sets educational goals that are appropriate for each pupil's ability to achieve	1	2	3	4
d)	The standards set for pupils at this school are not high enough	1	2	3	4
e)	All teachers set homework every week for their classes	1	2	3	4
f)	All teachers mark and return homework promptly	1	2	3	4
g)	All teachers start their classes on time	1	2	3	4
h)	The teachers spend all of the time in lessons teaching or on learning activities for pupils	1	2	3	4
i)	Teacher absenteeism is low at this school	1	2	3	4
j)	Poor performance by teachers is not tolerated in this school	1	2	3	4
k)	All teachers expect high standards of behaviour in class from their pupils	1	2	3	4
l)	All pupils are required to come to lessons on time	1	2	3	4

A2. **Staff unity on school values and practices:**

		Agree strongly	Agree	Disagree	Disagree strongly
a)	Teachers at this school believe that all pupils can achieve regardless of their social background	1	2	3	4
b)	Teachers at this school are all committed to the school's aims and values	1	2	3	4
c)	Teachers follow the same set of rules about pupil behaviour	1	2	3	4
d)	There is general agreement amongst the teachers about what are effective teaching approaches	1	2	3	4
e)	There is unity between teachers and the headteacher on the school's aims and values and how these are implemented through teaching and learning	1	2	3	4
f)	Teachers and the headteacher agree on how teachers and pupils should behave towards each other	1	2	3	4
g)	There is a lot of disagreement between staff	1	2	3	4
h)	There are some staff who do not support the headteacher's aims and policies for the school	1	2	3	4

A3. **Teacher-pupil reactions in the school:**

		Agree strongly	Agree	Disagree	Disagree strongly
a)	Teachers are only interested in the pupils who do well in tests and examinations	1	2	3	4
b)	Teachers show respect towards pupils	1	2	3	4

A3.		**Agree strongly**	**Agree**	**Disagree**	**Disagree strongly**
c)	Pupils show respect towards teachers and other staff	1	2	3	4
d)	Teachers and pupils get on well in this school	1	2	3	4
e)	Teachers take care to ensure that their teaching is appropriate for pupils with special educational needs	1	2	3	4
f)	Pupils' views are listened to and taken seriously	1	2	3	4
g)	Pupils organise activities for themselves	1	2	3	4

A4. Pupil performance monitoring and rewards in the school:

a)	A pupil who works hard or makes good progress is noticed and praised	1	2	3	4
b)	The school has a system for rewarding pupils who work hard and/or make good progress even if they do not get high standards	1	2	3	4
c)	The school regularly monitors pupils' actual attainments against those expected given their prior attainment or ability	1	2	3	4
d)	Pupils who are under-achieving are identified and attempts made to motivate them	1	2	3	4

A5. Home-school relationships:

a)	The school frequently communicates its expectations of pupils to parents and governors	1	2	3	4

A5.

		Agree strongly	Agree	Disagree	Disagree strongly
b)	Parents are regularly informed about the progress and achievements at school of their child	1	2	3	4
c)	If a pupil seriously infringes school rules parents will be informed immediately	1	2	3	4
d)	There is a high level of parental support for their child's learning at school	1	2	3	4
e)	Dealing with parental complaints and lack of co-operation from parents takes up a lot of teacher and school management time	1	2	3	4
f)	Parents give a lot of support to the work of the school	1	2	3	4
g)	Conditions in the pupils' home environment adversely affect their learning	1	2	3	4

A6. **Pupil attitudes to learning**:

		Agree strongly	Agree	Disagree	Disagree strongly
a)	Most pupils at this school want to do well in tests and exams	1	2	3	4
b)	Pupils who get good marks or work hard are teased by the other pupils	1	2	3	4
c)	Most pupils at this school are interested in learning	1	2	3	4
d)	Many pupils don't do as well as they could because they are afraid that other pupils won't like them as much	1	2	3	4
e)	There is good extra-curricular provision in this school	1	2	3	4

A6.		Agree strongly	Agree	Disagree	Disagree strongly
f)	There are very few pupils at this school whose behaviour in class prevents other pupils from learning	1	2	3	4
g)	Most pupils behave well in class	1	2	3	4
h)	There is not much bullying or name-calling of each other by pupils	1	2	3	4

A7. Teacher involvement in the school:

		Agree strongly	Agree	Disagree	Disagree strongly
a)	Teachers participate on a regular basis in the development of school policies	1	2	3	4
b)	Teachers at this school are often involved in activities that improve pupils' enjoyment of school	1	2	3	4
c)	Teachers are encouraged by the head teacher to be involved in school improvement activities	1	2	3	4
d)	Teachers are actively involved in creating school development or improvement plans	1	2	3	4
e)	The head teacher takes most of the decisions with little staff consultation	1	2	3	4

A8. What proportion of parents attend parents' evenings:

Almost all	About two thirds	About half	Much less than half
1	2	3	4

SECTION B: THE ENVIRONMENT

B1. How much traffic is there on the road where your school is situated?

heavy traffic (lorries and buses often use it)   1

moderate traffic (mostly cars)   2

light traffic   3

very little traffic   4

B2. How noisy is your school environment usually?

a) Noise from outside the school (tick all that apply):

(i) Continuous loud noise (e.g. heavy traffic, machinery, etc.)   1

(ii) Intermittent loud noise (e.g. rush-hour traffic, plane taking off)   1

(iii) Continuous moderate noise   1

(iv) Intermittent moderate noise   1

(v) Usually quiet   1

b) Noise from within the school perimeter (e.g. playground, other classes):

(i) Noise of other classes through the walls of most classrooms:

can hear clearly and is a problem   1

can hear clearly but not a problem   2

can hear but not clearly   3

hardly ever hear   4

B2. b) (ii) Noise of people moving around the school (e.g. along corridors)

can hear clearly and is a problem ☐ 1

can hear clearly but not a problem ☐ 2

can hear but not clearly ☐ 3

hardly ever hear ☐ 4

c) Is there double glazing in the outside windows?

yes throughout the school ☐ 1

yes on some windows ☐ 2

no not at all ☐ 3

B3. How is your school heated?

central boiler with radiators in classrooms ☐ 1

storage heaters ☐ 2

gas convector heater(s) in each classroom ☐ 3

hot-air outlets (fan-driven) ☐ 4

other
(please tick and describe) ☐ 5

……………………………………………………………………………………

B4. If there is a central boiler how is it fuelled?

gas ☐ 1   oil ☐ 2   other ☐ 3   please describe ……………………

8

The school building(s):

B5. Is the school generally in good repair?

Yes, very good [1]   Yes, quite good [2]   No, not very good [3]

No, many problems [4]

B6. Do you feel there is overcrowding:

	Yes serious	Yes occasional	No
a) For the staff:	[1]	[2]	[3]
b) For the pupils:	[1]	[2]	[3]

If <u>yes,</u> to either of the above,

c) Is this affecting the quality of education that you are providing?

Yes, a great deal [1]   Yes, sometimes [2]   No [3]

d) Are there aspects of a school curriculum that you are having to restrict or omit because of lack of space?

Yes [1]   No [2]

e) Do you feel that overcrowding is affecting the morale of your staff?

Yes, a great deal [1]   Yes, moderately [2]   No [3]

B7. Do you have good toilet and washbasin facilities for:

a) Your staff: Yes [1]   No [2]

b) The pupils: Yes [1]   No [2]

B8. Do you have a hall that can be used for the whole school at one time, e.g. for assemblies, plays, Christmas carols, parent/teacher events?

Yes [1]   No [2]   → **If no, go to B9 below**

If yes,

a) Are the floors: carpeted [1]   wooden [2]   other [3]

(please describe)

…………………………

b) Is there curtaining or noise absorption tiles to stop echoing? (Tick all that apply)

(i)   Yes, curtains   [1]

(ii)   Yes, tiles on walls or ceiling   [1]

(iii)   Yes, other noise absorption materials [1]

(iv)   No, nothing   [1]

B9. Is the outdoor play area for the children:

a)   Large enough?   Yes [1]   No [2]

b)   Situated so that it can be easily   Yes [1]   No [2]
      surveyed by adults?

c)   Does it have grass as well   Yes [1]   No [2]
      as hard surface?

B10. a)   Where are the written SATS tests to be administered this year?

in the child's normal classroom   [1]

in the school hall   [2]

elsewhere (please describe)   [3]   ……………………………

b)   Would you say that this was a quiet environment in which the children could concentrate?

no, very noisy [1]   fairly quiet [3]

no, quite noisy [2]   very quiet [4]

SECTION C: ABOUT THE SCHOOL

C1.   What is the age range of children in your school?

	years	**months**		**years**	**months**

from ☐ • ☐☐   to ☐☐ • ☐☐

C2.   Is the school: (please tick <u>one</u> only)

community school   ☐ 1

voluntary aided school   ☐ 2

voluntary controlled school   ☐ 3

foundation school   ☐ 4

foundation special school   ☐ 5

community special school   ☐ 6

non-maintained special school   ☐ 7

independent school   ☐ 8

C3.   Please give the usual time the sessions start and finish (use 24-hour clock) for Year 6.

		Starts	**Ends**
(a)	Morning	☐☐ • ☐☐	☐☐ • ☐☐
(b)	Afternoon	☐☐ • ☐☐	☐☐ • ☐☐

C4.   a)   How many children are there on the school register?

☐☐☐   children

b)   How many have been excluded from school during this school year?

☐☐   for a fixed term   ☐☐   permanently

C4. c) How many are entitled to free school meals? ☐☐☐ children

    d) How many pupils have statements for special educational needs? ☐☐

C5. What is your admission policy? (please tick all that apply)

    a) Waiting list (no policy) ☐ 1

    b) Priority for children with special needs ☐ 1

    c) Priority for children in catchment area ☐ 1

    d) Priority for children with siblings in the school ☐ 1

    e) Parent request for particular type of teaching the school offers ☐ 1

    f) Other (please describe) ………………………………………… ☐ 1

    ……………………………………………………………………

C6. Approximately for what proportion of the children currently on your attendance register do you feel you have grounds for concern because the child's development might be impaired by his/her home circumstances? (Please tick one box only)

    100% ☐ 1

    75-99% ☐ 2

    50-74% ☐ 3

    25-49% ☐ 4

    10-24% ☐ 5

    less than 10% ☐ 6

C7. How many of the children in your provision do you believe have the following disadvantaged home circumstances?

		None	Few	Many	Most	Don't know
a)	Overcrowding	1	2	3	4	5
b)	Poor housing	1	2	3	4	5
c)	Poverty	1	2	3	4	5
d)	Marital difficulties	1	2	3	4	5
e)	Poor parent-child relations	1	2	3	4	5
f)	Child on 'at risk' register	1	2	3	4	5
g)	Family ill-health	1	2	3	4	5
h)	Other (please tick and describe)	1	2	3	4	5

…………………………………………………………………………………

C8. How many children in your school are from homes where English is not the first language?

☐☐☐ children

C9. a) How many children with Special Educational Needs (Additional Educational Needs) are included in classes in your school?

☐☐☐ children

C9. b) How many children with SEN/AEN who spend some time in special units/classes are included in classes in your school?

☐☐ children

c) How many children on the SEN/AEN Register are:

No. of children

(i)   Stage 1   ☐☐

(ii)   Stage 2   ☐☐

(iii) Stage 3   ☐☐

(iv)   Statemented   ☐☐

d) How many children are regularly visited/supported by the SEN/AEN Support Service?

No. of children

(i)   Educational psychologist   ☐☐

(ii)   Peripatetic teacher of the deaf   ☐☐

(iii) Peripatetic teacher of the visually impaired ☐☐

(iv)   Behaviour support team   ☐☐

(v)   Learning support team   ☐☐

SECTION D: THE TEACHING STAFF

D1. How many of the following teaching staff do you have (including the head teacher)?

		Male		**Female**	
a)	Full-time teachers				
b)	Part-time teachers				
c)	Teaching assistants (paid)				
d)	Other adult assistants (unpaid):				
	i) parents				
	ii) volunteers				

D2. What is the overall complement of <u>paid</u> classroom staff (i.e. not including secretaries, caretakers etc.)?

☐ ☐ • ☐   Full-time equivalents

D3. For how many sessions in the last 3 months has temporary staff cover been used?

none	1
1-5	2
6-10	3
11-15	4
16 or more	5

D4. How often are there staff meetings to discuss the following?

	Weekly or more frequently	Fort-nightly	Monthly ↓	Quarterly ↓	Less than four a year	Never ↓
a) Staff issues	1	2	3	4	5	6
b) Administration	1	2	3	4	5	6
c) Social issues relating to children's background	1	2	3	4	5	6
d) Children with special needs	1	2	3	4	5	6
e) Teaching policy	1	2	3	4	5	6
f) Curriculum	1	2	3	4	5	6
g) Education issues	1	2	3	4	5	6
h) Other (please tick and describe)	1	2	3	4	5	6

……….

D5. Are the staff who coordinate the teaching of the following subjects specialists in the subject?

		Yes	No
a)	Maths	1	2
b)	Literacy/English	1	2
c)	Science	1	2
d)	ICT/computing	1	2
e)	Design & technology	1	2

D6. The head teacher:

a) How long have you been head teacher (or acting head) at this school?

< 1 year   [1]

1-2 years   [2]

3-9 years   [3]

10 or more years [4]

b) Are you:

Male [1]   Female [2]

c) How long have you been a head teacher altogether?

< 1 year   [1]

1-2 years   [2]

3-9 years   [3]

10 or more years [4]
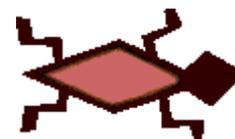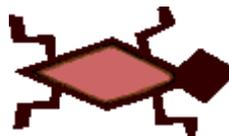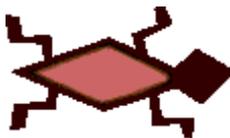
SECTION E: SCHOOL MEALS

E1. a) Does your school have a tuck shop?

Yes ☐ 1   No ☐ 2

b) **If <u>yes</u>,** please tick the types of foods and drinks available:

		Yes	**No**
(i)	Sweets/chocolate	1	2
(ii)	Fruit	1	2
(iii)	Crisps/savoury snacks	1	2
(iv)	Drinks	1	2
(v)	Other (please describe)	1	2

……………………………………………………………………………

E2. Does your school have a water fountain?

Yes ☐ 1   No ☐ 2

E3. **At break times:**

a) Are the children allowed to eat?

Yes ☐ 1   No ☐ 2

b) **If <u>yes</u>,** are they allowed to eat:

any food they like ☐ 1

certain types of food only ☐ 2 ⟶ please list types: ………………………

food from tuck shop only ☐ 3

18

E4. **At break times:**

a) Are the children allowed a drink?

Yes ☐ 1   No ☐ 2

b) **If yes,** is it:

water only ☐ 1

milk or water only ☐ 2

any drinks, but with certain restrictions e.g. not fizzy ☐ 3

any drinks, no restrictions ☐ 4

E5. **At lunch time**

For children with packed lunches:

a) Are the children allowed a drink with their packed lunch?

Yes ☐ 1   No ☐ 2

b) **If yes,** is it:

		Yes	**No**
(i)	Water only	1	2
(ii)	Drinks brought from home with certain restrictions e.g. not fizzy drinks (please tick & describe)	1	2 ………………………
(iii)	Any drinks brought from home	1	2
(iv)	Drinks available in school other than water (please describe)	1	2

…………………………………………………………………………

E6.   What happens to food left over from packed lunches?

put back in lunch box and taken home   1

put in the bin at school   2

either of the above   3

E7.   Do the children swap foods with each other?

yes   1

no, this is discouraged   2

don't know   9

E8.   **For children who eat school lunch:**

Is there a written Nutritional Policy for planning meals in your school?

Yes   1   No   2   Don't know   9

If yes,

a)   Who is responsible for carrying out the policy?

catering staff in this school   1

catering person in charge of several schools   2

head teacher   3

other (please specify)   4

………………………………………………………………………………………

b)   Please could you attach a copy of the policy if possible. Please include
information on portion sizes if available and a copy of some menus used.

For office use

20

E8. c) Are the children allowed a drink with their school meal?

Yes ☐ 1   No ☐ 2

If <u>yes</u>, is it:

		Yes	**No**
(i)	Water <u>only</u>	☐ 1	☐ 2
(ii)	Drinks brought from home with certain restrictions e.g. not fizzy drinks (please tick & describe)	☐ 1	☐ 2 ……………………
(iii)	Any drinks brought from home	☐ 1	☐ 2
(iv)	Drinks available in school other than water (please tick & describe)	☐ 1	☐ 2

……………………………………………………………………………

d) Are the children allowed second helpings?

Yes ☐ 1   No ☐ 2   Sometimes ☐ 3

e) If a child leaves his/her food regularly, is there any policy to deal with this?

Yes ☐ 1   No ☐ 2

If <u>yes</u>,

		Yes	**No**
(i)	Parents are informed	☐ 1	☐ 2
(ii)	Other (please state)	☐ 1	☐ 2

……………………………………………………………………………

SECTION F: PARENTS' ASSOCIATIONS

F1. Does your school have a Parents' Association?

Yes ☐ 1   No ☐ 2 → **If no, go to F2 on page 23**

If yes,

a) What activities are they involved in?

		Yes	No
(i)	Social events to raise funds for essential items e.g. books, computers, sports kits	☐ 1	☐ 2
(ii)	Social events not primarily for fund raising	☐ 1	☐ 2
(iii)	Providing parent volunteers to help class teachers e.g. hear children read, help as class assistants	☐ 1	☐ 2
(iv)	Providing parent volunteers to help with out-of -school activities e.g. costumes for plays, school trips	☐ 1	☐ 2
(v)	Selling school uniforms (new and/or ASNU to raise funds.	☐ 1	☐ 2
(vi)	Other (please describe)	☐ 1	☐ 2

………………………………………………….

b) How many parent volunteers have been helping teachers in class time during this school year?

☐☐

c) Approximately how much money does the Parents' Association raise for the school each year?

£ ☐☐☐☐☐

F2.	What proportion of parents on average would you estimate tend to come to parents' evenings when pupils' progress is being discussed?

<20%	☐ 1	20-49%	☐ 2	50-74%	☐ 3	75-89%	☐ 4	90-100%	☐ 5

F3.	How often, on average, are you involved with complaints from parents or disputes with them?

nearly every day	☐ 1

2-3 times/week	☐ 2

once a week	☐ 3

once a month	☐ 4

once a term	☐ 5

never/hardly ever	☐ 6

G1. This questionnaire was completed by: (tick all that apply)

a)   Head teacher | 1 |

b)   Other | 1 |
      (please describe)

…………………………………………………………………………….

	day	month	year
G2. Date of completion of this questionnaire | | | | | | 2 | 0 | 0 | |

THANK YOU VERY MUCH FOR YOUR HELP

Space for any comments you might like to make. Please note, for confidentiality reasons we will not be able to reply to these.

Please remember that we would like a copy of your Nutritional Policy (if appropriate) and some recent sample menus.

When completed please return the questionnaire to:

Professor Jean Golding
Children of the Nineties - ALSPAC
Institute of Child Health
24 Tyndall Avenue
Bristol
BS8 1BR

Tel: 0117 928 8487