

School Survey – Parent and Carer Information

Who is being surveyed?

We are surveying all parents and carers, students in Year 4 and above, and staff in three separate surveys. A Pilot Survey being conducted during the first weeks of Term 3, 2018.

Are the surveys compulsory?

No, the surveys are voluntary.

Whilst your responses are very much appreciated, you do not have to complete the parent and carers survey. Even if you commence the survey, you can stop at any time.

You may advise the school if you do not wish your child/ren to complete the **student survey**. An information sheet and non-consent form will be sent home for parents/carers. Please sign this if you do not wish your child/ren to complete the survey. This must be returned to school by Wednesday 25 July 2018. If you are happy for your child to complete the survey, there is nothing you need to do.

Also, if your child commences the survey but does not wish to continue for whatever reason, they can stop the survey at any time without having to provide an explanation.

Please contact Clare Hogan at the school if you have any questions or concerns in relation to participating in the surveys.

Why should my child/ren complete the student survey?

The student survey will provide the principal and school leaders with data to better understand the experiences and views of students at their school. Data collected from the survey is used to identify emerging issues and plan for school improvement.

The student, parent and carers, and staff surveys complement each other to provide the school with a comprehensive picture of the school's community and culture. The views and experiences of all the whole school community is important for continuous improvement.

Why should I complete the parent and carers survey?

We see parents and carers as partners in their child/ren's education. The parent and carers survey will provides the principal and school leaders with parents' perspectives on the school. Communication between parents and staff and parent views on the school helps to build an accurate and timely picture that the school can use for practical improvements. Similar to the student survey, data collected from the student survey are used by the principal and school leaders to help identify emerging issues and plan for school improvement.

What kind of questions will the survey ask?

The survey questions will explore student and parent and carers perspectives on a range of areas including

Learning opportunities	Beliefs about learning	Recognition
Student wellbeing	Student protection	Engagement
Personal development	Relationships	Faith and Religion
Communication	Leadership	Choice of school

Who is administering the survey?

Brisbane Catholic Education has engaged independent and experienced survey company, National School Surveys, to conduct the surveys on behalf of all Brisbane Catholic Education schools in the Archdiocese of Brisbane.

Each school has its own set of surveys. All the collation of survey information and preparation of reports is managed by National School Surveys. The principal and teachers do not see individual survey responses.

How will the surveys be completed?

The **student survey** will be completed online through a secure website. Schools will make computers or laptops available so that students can complete the survey during school hours at a convenient time during the first few weeks of Term 3.

Parents and carers will receive an email containing a link to the survey. You can choose when to complete the survey at any time within the survey window from 20 July to 20 August 2018. The survey is available in English, Vietnamese, Arabic, Mandarin, Spanish and Filipino.

If you don't have access to the internet, you can still participate by completing a paper copy of the survey. Please contact Clare Hogan if you don't have internet access so that we can arrange an alternate arrangement.

How long will the surveys take to complete?

The **student survey** takes approximately 15-30 minutes, depending on age and/or reading ability.

The **parent and carer survey** takes approximately 10 minutes.

Each parent or carer can complete the survey once in relation to the eldest child at the school. If you have children in other Brisbane Catholic Education schools you may also be invited to complete a survey for those schools.

Parents or carers can choose to save the survey to complete at a later time. You will be asked to provide an email address in order to receive a link to return you to your specific survey. This email will be deleted at the end of the survey process and not be used for any other purpose.

Are responses confidential?

All survey responses are anonymous and no identity data is collected.

Staff in schools will not have access to individual responses and will not be able to identify individual students or parents and carers from their responses. Data are not reported where an individual or an individual's response can be identified, even in the smallest schools. Responses are protected by the *Australian Privacy Act 1988* and Brisbane Catholic Education is legally bound to ensure that no identifying information is published or released.

What will the survey information be used for?

The survey information will be used to help the school review its performance and plan for the future. The responses will help identify areas where we are doing well and areas where we could improve, with our ultimate goal to continue to ensure all students in our schools receive a quality Catholic education.

Will I hear about the school's survey results?

Yes, the school is expected to receive its survey report in November and will provide information to parents and carers, students and school staff about the results.

I have more questions?

Please contact the school's survey contact: Clare Hogan if you have any questions about the survey.