

School details (please complete):		(as at Sept. 2004)	
School Name:		School Number:	<div style="display: flex; align-items: center;"> <div style="flex: 1; border-bottom: 1px solid black; margin-right: 10px;"></div> <div style="font-size: 2em; margin: 0 10px;">/</div> <div style="flex: 1; border-bottom: 1px solid black; margin-left: 10px;"></div> </div> <div style="text-align: right; font-size: 0.8em;"> (LEA / DfES) (e.g. 123 / 4567) </div>

Introduction

This survey is being made available to schools in most LEAs in England and Wales to ask for your views on the support provided by your LEA for school improvement over the past year.

This year's survey will be open from 24th May 2004 **until 28th June 2004**.

The information you provide in this survey, including your school name, will be used by the LEA Inspection departments of the Audit Commission, Ofsted and Estyn. Your LEA will be provided with an anonymised aggregated analysis of responses to the survey.

Your responses will be kept confidential, unless you opt to be identified to your LEA, and will be assumed to be the response from the whole school, not just the headteacher – you should respond to the questionnaire acting on behalf of the school and not in your capacity as an individual within that school. No external reports or analysis will name schools. We encourage the consultation of other members of staff or governors when responding.

Thank you for participating in this national survey. Your views will make a valuable contribution to the LEA inspection process and to the development of your own LEA.

**Please remember to complete the survey sign-off on the last page
and please return the questionnaire by 28th June 2004 to:**

School Survey
Education, Culture and Social Care
The Audit Commission
FREEPOST LON17791
LONDON
SW1P 4BR

Guidance on completing the survey

Anonymity:

Unless you opt to be identified to your LEA (within the Sign-off section at the end of the survey), your responses will be kept confidential – i.e. they will only be seen by the Audit Commission, Ofsted and Estyn.

Your LEA will automatically be given aggregated survey information which does not name individual schools. It will also be provided with a separate list of responses from those schools which opt to be identified.

Please be aware that any comments you make will not be made available to your LEA unless you consent to this in the Sign-off section at the end of the survey.

Please note that all intellectual property, including copyright, in the school survey and all information obtained through the survey will be the property of the Audit Commission.

How to answer the questions:

Please answer by circling one of the six possible responses that appear after each question:

(1) Very Good	(2) Good	(3) Satisfactory	(4) Poor	(5) Very Poor
or (X) Unable to comment				

If you wish, you can enter comments both in the boxes after each section and in the general comment box. Your comments will be passed anonymously to your LEA unless you have opted to be identified.

Other guidance on answering:

- The response to survey questions should be based upon your judgement of LEA services and support over the last twelve months.
- You may find the following questions helpful in considering your response: is the support received by your school timely, expert, well targeted, effective and regularly reviewed? If your answers are consistently YES, the support should be graded as very good. If your answers are consistently NO, the support should be graded as very poor. If they are a mixture you should consider the balance of strengths and weaknesses and grade as good, satisfactory or poor.
- 'Your LEA' refers to the organisation providing your core education support services. In most cases it will be your local Council (the education service and other Council services). In some cases, these services may be delivered partly by an out-sourced or external provider. **Please rate the services you receive irrespective of the provider.** Circle the 'X' only if you have had no contact at all with a particular service during the past year. You may like to explain your answer further in the comments boxes.
- Comment boxes appear at the end of each survey section and at the end of the survey. You may wish to explain your ratings where questions cover a range of issues and to comment on your LEA's overall strengths and weaknesses. You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified.
- We encourage the consultation of other members of staff or governors when responding.
- Whenever 'the / your school' is mentioned in a question, this means the Headteacher plus the Governing Body.

The survey of schools' views is delivered by a partnership between the **Audit Commission** and **Ofsted** as well as the Confederation of Education Service Managers, the National Association of Head Teachers, the Secondary Heads Association, the National Governors Council and the National Association of Governors and Managers.

Section A: LEA Strategy							
Please rate:		Very Good	Good	Satisfactory	Poor	Very Poor	Unable to comment
(A1)	The effectiveness of the leadership provided by senior officers	1	2	3	4	5	X
(A2)	The effectiveness of the leadership provided by elected members	1	2	3	4	5	X
(A3)	The relevance of your LEA's priorities to your school	1	2	3	4	5	X
(A4)	The quality of your LEA's strategic planning for school improvement, including the EDP	1	2	3	4	5	X
(A5)	The effectiveness of your LEA's implementation of its strategic plans for school improvement	1	2	3	4	5	X
(A6)	The effectiveness of your LEA's communication with your school	1	2	3	4	5	X
(A7)	The extent to which schools influence LEA policies/ plans/ procedures	1	2	3	4	5	X
(A8)	Your LEA's consultation on the planning and review of the education budget	1	2	3	4	5	X
(A9)	The educational rationale behind the school funding formula	1	2	3	4	5	X
(A10)	The effectiveness of LEA support to schools in bidding for external grants	1	2	3	4	5	X
(A11)	Your LEA's effectiveness in encouraging schools to work together	1	2	3	4	5	X
(A12)	Your LEA's effectiveness in supporting your school in applying the principles of Best Value	1	2	3	4	5	X
(A13)	Your LEA's support for the recruitment and retention of teachers	1	2	3	4	5	X
(A14)	The effectiveness of your LEA's strategy for managing information and data	1	2	3	4	5	X
(A15)	The effectiveness of electronic communication between schools and the LEA	1	2	3	4	5	X
(A16)	The education service's effectiveness in working in partnership with other Council departments and with external agencies	1	2	3	4	5	X
(A17)	The quality of your LEA's support for the development of the schools forum	1	2	3	4	5	X
(A18)	Overall, how good is your LEA's capacity to develop and implement strategy?	1	2	3	4	5	X
Do you wish to comment on any of the above?:		(please use block capitals)					
(You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified).							

Section B: Support for School Improvement

This section covers your LEA's function in monitoring, challenging, supporting and intervening in schools as laid down in the Code of Practice on LEA: School Relations. The focus is therefore on the effectiveness of your LEA's support in developing your school's capacity to take responsibility for self review and improvement, not on the amount of support provided.

Please rate:

		Very Good	Good	Satisfactory	Poor	Very Poor	Unable to comment
(B1)	The clarity of your LEA's definition of monitoring, support and intervention	1	2	3	4	5	X
(B2)	Your LEA's knowledge and understanding of your school	1	2	3	4	5	X
(B3)	Your LEA's effectiveness in challenging your school to perform better	1	2	3	4	5	X
(B4)	Your LEA's support to develop self-management (including self-evaluation) in your school	1	2	3	4	5	X
(B5)	Your LEA's support in developing leadership and management skills in your school	1	2	3	4	5	X
(B6)	Your LEA's support to develop the effectiveness of your governing body	1	2	3	4	5	X
(B7)	Your LEA's support for literacy	1	2	3	4	5	X
(B8)	Your LEA's support for numeracy	1	2	3	4	5	X
(B9)	Your LEA's support for ICT in the curriculum	1	2	3	4	5	X
(B10)	Your LEA's support for raising attainment at Key Stage 3	1	2	3	4	5	X
(B11)	The effectiveness of your LEA's support for the professional development of teachers, including NQTs	1	2	3	4	5	X
(B12)	The quality of your LEA's financial information, including comparative data	1	2	3	4	5	X
(B13)	Your LEA's support to your school for using pupil performance data to secure school improvement	1	2	3	4	5	X
(B14)	The effectiveness of your LEA's arrangements for disseminating good practice	1	2	3	4	5	X
(B15)	Your LEA's support for 14-19 education	1	2	3	4	5	X
(B16)	Your LEA's support for early years education	1	2	3	4	5	X
(B17)	Overall, how good is your LEA's capacity to support school improvement?	1	2	3	4	5	X

Do you wish to comment on any of the above?:
(please use block capitals)

(please use block capitals)

(You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified).

Section C: Facilitating Access to Services Including Management Support Services							
The questions in this section cover your LEA's role in ensuring you have access to effective services, whether provided by your LEA or by an external provider. Please rate the quality of the services you receive <u>irrespective of the provider</u> . You may wish to explain your answers further in the comments box below.							
Please rate:		Very Good	Good	Satisfactory	Poor	Very Poor	Unable to comment
(C1)	The clarity of service specification for services offered by your LEA	1	2	3	4	5	X
(C2)	Your LEA's support to make you an effective purchaser of traded services, whether from the LEA or from external providers	1	2	3	4	5	X
(C3)	The quality of financial support and advice	1	2	3	4	5	X
(C4)	The quality of payroll services	1	2	3	4	5	X
(C5)	The quality of professional personnel advice and casework	1	2	3	4	5	X
(C6)	The quality of building maintenance services	1	2	3	4	5	X
(C7)	The quality of programming and management of building projects	1	2	3	4	5	X
(C8)	The quality of technical support for ICT	1	2	3	4	5	X
(C9)	The quality of the facilities management services; cleaning, grounds maintenance and caretaking	1	2	3	4	5	X
(C10)	The quality of the catering service	1	2	3	4	5	X
(C11)	Overall, how good is your LEA's capacity to facilitate access to high quality services?	1	2	3	4	5	X
Do you wish to comment on any of the above?: (please use block capitals)							

(You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified).

Section D: Access/Promoting Social Inclusion

The questions in this section cover a wide range of functions and services relating to your LEA's role in enhancing access to education and support for socially excluded pupils. The questions asked here are overarching but your LEA may have added some more specific questions relating to local issues.

Please rate:

		Very Good	Good	Satisfactory	Poor	Very Poor	Unable to comment
(D1)	The effectiveness of your LEA's planning of school places	1	2	3	4	5	X
(D2)	The transparency of your LEA's asset management planning process	1	2	3	4	5	X
(D3)	The effectiveness of your LEA's co-ordination of the admissions process	1	2	3	4	5	X
(D4)	The effectiveness of your LEA's support for promoting pupil attendance	1	2	3	4	5	X
(D5)	Your LEA's management of the procedures for re-admission of excluded pupils	1	2	3	4	5	X
(D6)	The effectiveness of your LEA's support for gifted and talented pupils	1	2	3	4	5	X
(D7)	The effectiveness of LEA support for meeting the needs of pupils with English as an additional language	1	2	3	4	5	X
(D8)	The effectiveness of LEA support for meeting the needs of pupils from minority ethnic groups, refugees and Travellers	1	2	3	4	5	X
(D9)	The effectiveness of LEA support for looked-after children	1	2	3	4	5	X
(D10)	The effectiveness of LEA support for combating racism	1	2	3	4	5	X
(D11)	The effectiveness of LEA support for child welfare and protection	1	2	3	4	5	X
(D12)	The effectiveness of LEA support for health and safety in your school	1	2	3	4	5	X
(D13)	The reliability of home to school transport	1	2	3	4	5	X
(D14)	Overall, how well does your LEA promote access to education and social inclusion?	1	2	3	4	5	X

Do you wish to comment on any of the above?:
(capitals)

(please use block)

(You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified).

Section E: Special Educational Needs

The questions in this section cover the LEA's responsibilities with regard to the assessment of and support for pupils with SEN, with or without statements, within an inclusive environment. In summary these include:

- Implementing a special needs policy
- Planning SEN provision
- Identifying pupils with SEN
- Managing the process of assessment and issuing statements
- Increasing the capacity of mainstream schools to meet SEN
- Ensuring the accountability of LEA support teams
- Deploying and monitoring the use of resources

Since schools are responsible for much of the direct support received by these pupils, most questions ask you to rate the effectiveness of your LEA's efforts to develop your school's capacity to meet the needs of such pupils, not the amount of support provided.

Please rate:

		Very Good	Good	Satisfactory	Poor	Very Poor	Unable to comment
(E1)	The quality of your LEA's SEN strategy	1	2	3	4	5	X
(E2)	Your LEA's planning of SEN provision to meet identified needs	1	2	3	4	5	X
(E3)	The clarity of your LEA's rationale for the deployment of SEN funding	1	2	3	4	5	X
(E4)	The efficiency with which statutory assessments of pupils with SEN are made	1	2	3	4	5	X
(E5)	Your LEA's effectiveness in developing your school's capacity to meet the needs of pupils with SEN	1	2	3	4	5	X
(E6)	Your LEA's effectiveness in monitoring the progress of pupils with SEN at your school	1	2	3	4	5	X
(E7)	The effectiveness of learning support	1	2	3	4	5	X
(E8)	The effectiveness of behaviour support	1	2	3	4	5	X
(E9)	The effectiveness of educational psychology support	1	2	3	4	5	X
(E10)	Overall, how good is your LEA's capacity to support special educational needs?	1	2	3	4	5	X

Do you wish to comment on any of the above?:
(please use block capitals)

(please use block capitals)

(You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified).

Further Comments*(please use block capitals)*

Please comment on the overall strengths and weaknesses of your LEA, including your LEA's overall capacity to improve:

(You must restrict your comments to the LEA as a body. You must not include any comments from which a living individual can be identified).

Survey sign-off

For completion by the Headteacher

Release of survey information

Please select one of the three options below:

After the survey closes, we will provide your LEA with analysis of the results benchmarked against other participating LEAs. We will add your question responses to the aggregated analysis for your LEA. Please let us know whether you would like us to provide more information about your responses to your LEA. If you do not answer then the Audit Commission will assume you wish to remain totally anonymous, as per option 1 below.

- | | | |
|--|--------------------------|--|
| (1) We (the school) wish our answers to remain anonymous to our LEA, and do not consent to you passing on our comments: | <input type="checkbox"/> | <i>Your response will be added to the anonymised aggregated analysis; your LEA will <u>not</u> be provided with your comments.</i> |
| (2) We (the school) wish our answers to remain anonymous, but consent to you making our comments in the survey available to our LEA: | <input type="checkbox"/> | <i>As per option 1, but we will also provide your LEA with a verbatim copy of your comments - without naming your school.</i> |
| (3) We (the school) consent to you identifying all our school's answers and comments to our LEA: | <input type="checkbox"/> | <i>As per option 1, but we will also pass on your schools' individual completed survey.</i> |

Who assisted in the completion of this survey?

(please tick as many boxes as apply)

- | | | |
|---------------------------------------|--------------------------|----------------------------------|
| Headteacher? | <input type="checkbox"/> | |
| Other senior management team members? | <input type="checkbox"/> | |
| SEN Co-ordinator? | <input type="checkbox"/> | |
| Other teachers? | <input type="checkbox"/> | |
| Governors? | <input type="checkbox"/> | |
| Administrative Staff? | <input type="checkbox"/> | |
| Others? | <input type="checkbox"/> | If others, please specify: |

Authorisation

Headteacher's signature:

Date:
