

Order form Please complete in BLOCK CAPITALS

Small primary schools ≤100 pupils)	Primary/PRU	Special	Secondary
Evaluate – Staff <input type="checkbox"/> £100 ^{+VAT}	<input type="checkbox"/> £295 ^{+VAT}	<input type="checkbox"/> £295 ^{+VAT}	<input type="checkbox"/> £495 ^{+VAT}
Evaluate – Pupils* <input type="checkbox"/> £100 ^{+VAT}	<input type="checkbox"/> £195 ^{+VAT}	<input type="checkbox"/> £100 ^{+VAT}	<input type="checkbox"/> £245 ^{+VAT}
Evaluate – Parents* <input type="checkbox"/> £100 ^{+VAT}	<input type="checkbox"/> £100 ^{+VAT}	<input type="checkbox"/> £100 ^{+VAT}	<input type="checkbox"/> £245 ^{+VAT}
Evaluate – Governors <input type="checkbox"/> £50 ^{+VAT}	<input type="checkbox"/> £75 ^{+VAT}	<input type="checkbox"/> £75 ^{+VAT}	<input type="checkbox"/> £100 ^{+VAT}
Complete service <input type="checkbox"/> £245 ^{+VAT}	<input type="checkbox"/> £445 ^{+VAT}	<input type="checkbox"/> £345 ^{+VAT}	<input type="checkbox"/> £895 ^{+VAT}

*We would like the AEN/Ethnicity version (please complete **AEN/Ethnicity** section below)

Administrator name Administrator email.....
 The administrator distributes passwords, manages the **Evaluate** process in school and receives the reports.
 Please tell us the range of years in your school (eg Year 7 to Year 13).....You can include up to seven year groups.

Evaluate Staff Please indicate the number of:

Leadership Team Members (eg members of the Senior Leadership Team, people who take part in whole school decision-making, etc)

Team Leader (eg Heads of Departments, people responsible for areas of the school or curriculum, etc)

Subject/Class Teachers

Support Staff (eg teaching assistants, technicians, administrative staff, etc)

Please note:
 A password for **one** headteacher is automatically generated in addition to the categories listed above. Where a member of staff carries out multiple roles (eg Head of English is also a Deputy Headteacher), they should be classified under their most senior title. Please call 01223 350555 if you have any queries.

AEN/ethnicity section – optional

Evaluate Parents and Evaluate Pupils

Ethnic groups

Choose from the following ethnic groups. You can choose **up to seven** from the categories (in bold below) or subcategories (beneath bold text). Note that if you wish to choose specific subcategories, you should not also choose the main category, but it is recommended that you also choose 'xxx (other)'.

<input type="checkbox"/> White	<input type="checkbox"/> Mixed	<input type="checkbox"/> Black	<input type="checkbox"/> Asian	<input type="checkbox"/> Chinese
<input type="checkbox"/> White (British)	<input type="checkbox"/> White/Black Caribbean	<input type="checkbox"/> Black Caribbean	<input type="checkbox"/> Indian	
<input type="checkbox"/> White (Irish)	<input type="checkbox"/> White/Asian	<input type="checkbox"/> Black African	<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Traveller
<input type="checkbox"/> White (other)	<input type="checkbox"/> White/Black African	<input type="checkbox"/> Black (other)	<input type="checkbox"/> Pakistani	
	<input type="checkbox"/> Mixed (other)	<input type="checkbox"/> Asian (other)		<input type="checkbox"/> Other

Groupings to compare

From the categories/subcategories you have chosen from the list above, you can compare **two** groupings, eg White vs Black and Asian. Any combination of the above is possible. Please specify which groupings you would like to compare:

Group 1 Group 2

AEN

All pupils will be asked to indicate whether they have additional educational needs (AEN) for which they receive support. Your report will compare responses from those with AEN against pupils without.

Name Address

Role
 School Postcode

Tel
 Email Signature

Return this form to the address below or fax back to 01223 358581 or email info@anspear.com



A powerful and convenient way to consult pupils, parents, staff and governors

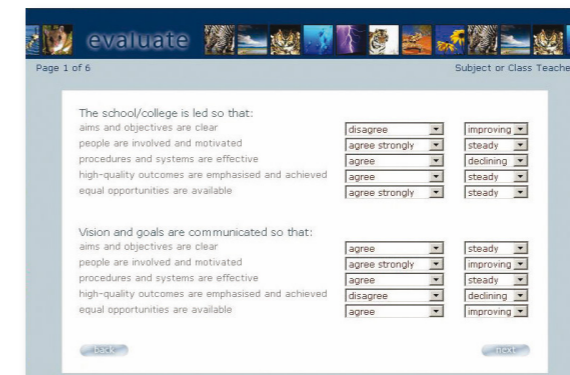
- Gather evidence for inspection
- Demonstrate improvement
- Involve the whole school community

An important concern

Gathering stakeholder views can be time-consuming and frustrating, but Ofsted now requires detailed information about how key groups think that the school is being run and how children are behaving and being kept safe at school.

Specifically designed for your school's Ofsted self-evaluation

All of this requires you to consult your stakeholders. **Evaluate** is a simple online system that will let you take control of canvassing views and presenting evidence – all with the minimum of fuss and effort. Your stakeholders can quickly complete the survey anywhere they have access to the Internet.



Quick and simple

Evaluate uses a straightforward online questionnaire to gather views from your four key constituencies – staff, governors, pupils and parents/carers (you choose which groups to consult). The results are analysed and presented in a highly informative set of reports. Headteachers and their colleagues are then able to understand better how the school is perceived by all across a wide range of issues.

The reports clearly identify areas of strength, weakness, improvement and decline for further investigation and action. This information is specifically designed to be used as part of your school's self-evaluation for Ofsted.

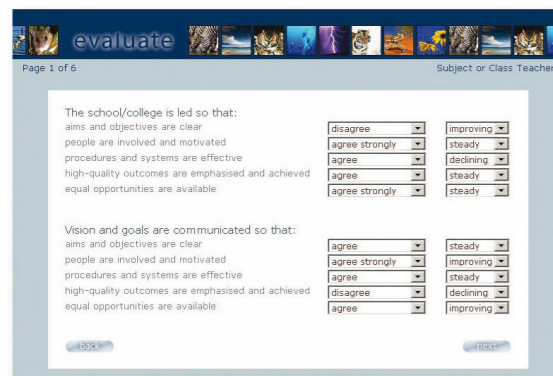


See inside for more information

How it works

Respondents complete *Evaluate* online at a time and place convenient for them and you. The questionnaires are accessed using a unique password, ensuring confidentiality. The questions cover a range of characteristics of effective schools. These include:

- Leadership
- Vision and goals
- Teaching and learning
- Resources and the learning environment
- Behaviour and discipline
- Student performance management
- Staff performance management
- Student care and involvement
- Extra-curricular provision
- Parental involvement and responsibility
- Staff training and development.



Attractive online interface



Clear, accessible and informative reports

Evaluate consists of:

Evaluate Staff

This canvasses and analyses the views of all staff – teaching and non-teaching – and can be completed in one hour.

Evaluate Pupils

Can be done during registration, a tutorial session or an ICT class. Primary and secondary versions available.

Evaluate Parents

Readily used with parents bringing or collecting pupils or at parents' evenings and can take as little as 15 minutes. Counter any inappropriate impression created by Parent View.

Evaluate Governors

Simple to complete but powerful as comparative information.

Schools ordering *Evaluate – Pupils or Parents* can choose to have information on pupils' ethnic groups and additional needs included.

Schools also receive at no extra cost:

Evaluate Overview

Schools ordering the complete service also receive an additional Overview report that brings together responses, patterns and differences from the various separate stakeholder reports.

Evaluate Comparative

Institutions that repeat their use of the complete service will, in addition to a new Overview report, also be sent a Comparative report that sets out for each group of respondents whether they are more or less positive than before.

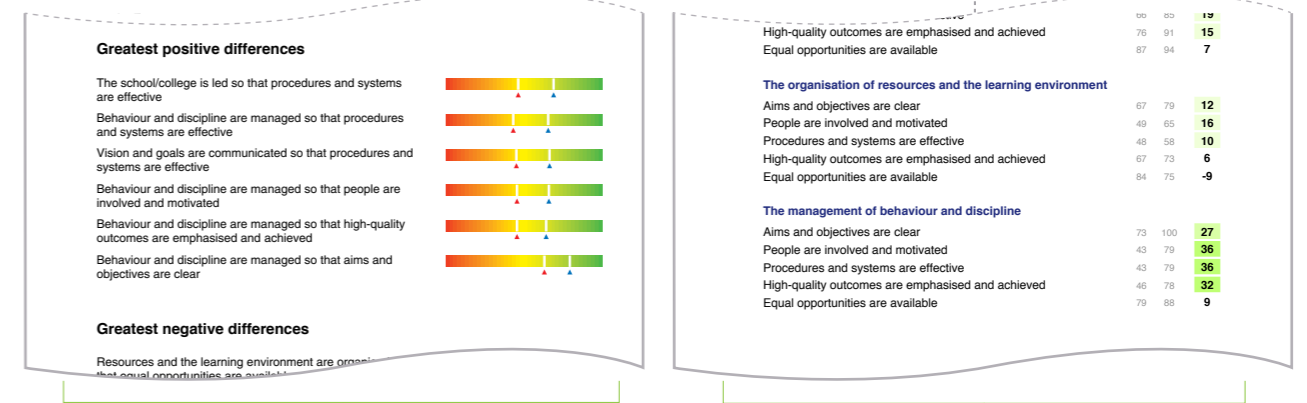
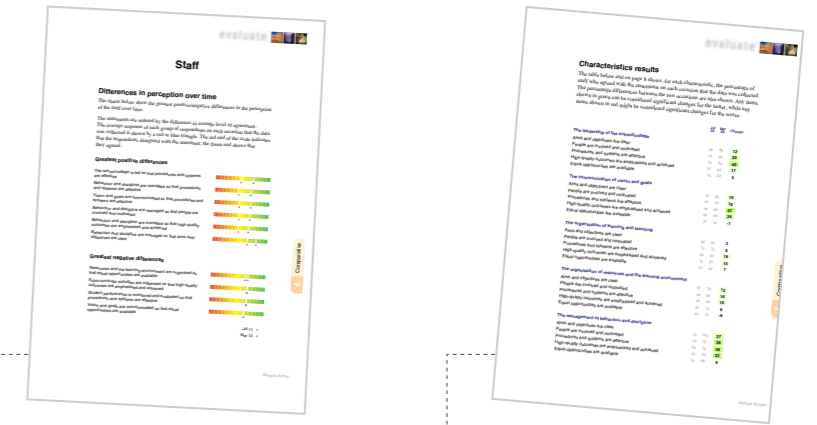
Respondents rate each of the 11 characteristics on the following five dimensions:

- Aims and objectives are clear.
- People are involved and motivated.
- Procedures and systems are effective.
- High-quality outcomes are emphasised and achieved.
- Equal opportunities are available.

They are also asked to indicate whether they feel that the situation in each case is declining, steady or improving.

Comparative

Schools that use *Evaluate* more than once also receive a free of charge Comparative report. The report includes details of percentage changes in responses to the various statements. It helps schools to show how they have improved, and to judge the effectiveness of initiatives they have put in place.



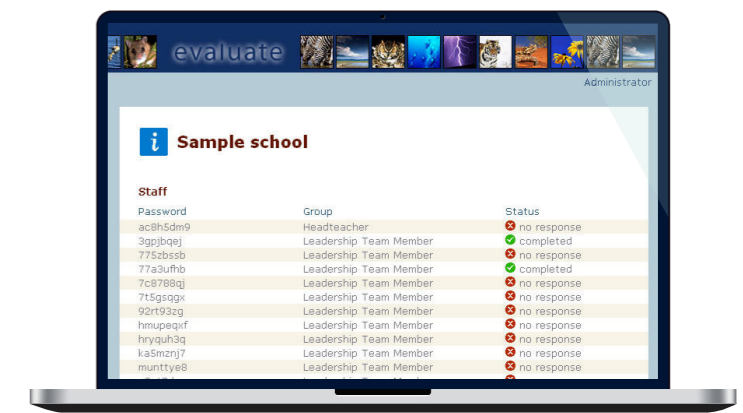
Important changes from one report to the next are shown by group

Where responses have become more or less positive they are highlighted

Easy to use, easy to administer

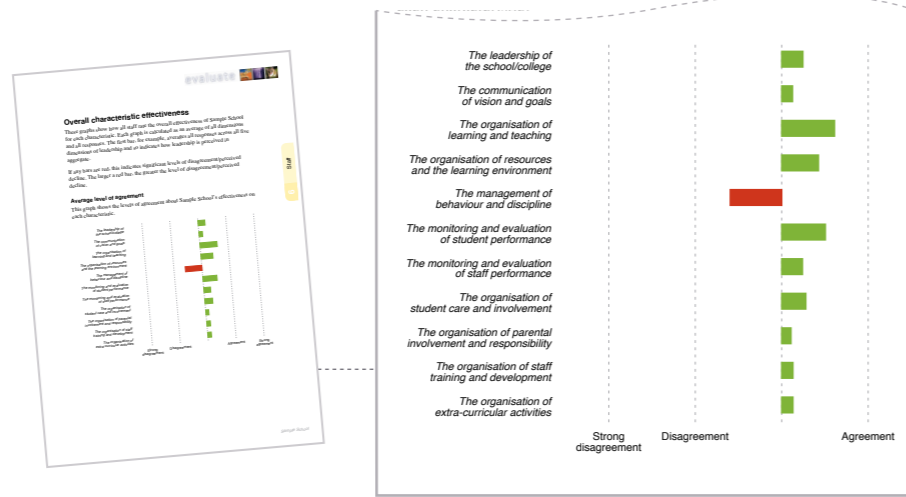
Running *Evaluate* in your school is very simple:

- 1 Place your order by completing the form overleaf. This gives us all the information we need to set up your school's account. We send you passwords to distribute to the people who are going to take the survey.
- 2 Members of your school complete the questionnaire online at any convenient time. This is very straightforward, and help is provided on the site, so even primary-age pupils will need only minimal support.
- 3 When everyone who needs to complete the survey has done so, you contact us to request your reports. The reports are prepared and sent to you in printed and digital formats.



Evaluate *Governors*

Governors again rate each of 11 characteristics by answering two statements per characteristic. Completing the questionnaire normally only takes about 10-15 minutes and can often be conveniently included within a governors meeting.



Reports provide essential summaries of responses against the characteristics

Overview

Schools that run the complete *Evaluate* service receive an Overview report free of charge



A great opportunity to see important differences in perception between groups of stakeholders

Evaluate *Staff*

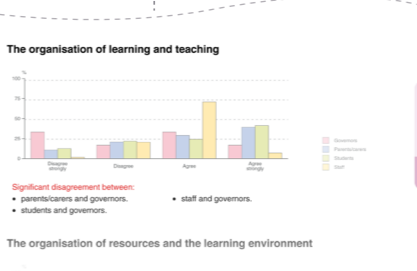
In order to include the vital dimension of comparison between management and the rest of the school, staff are categorised as one of the following:

- Headteacher
- Leadership team member
- Team leader
- Subject or class teacher
- Support staff member.

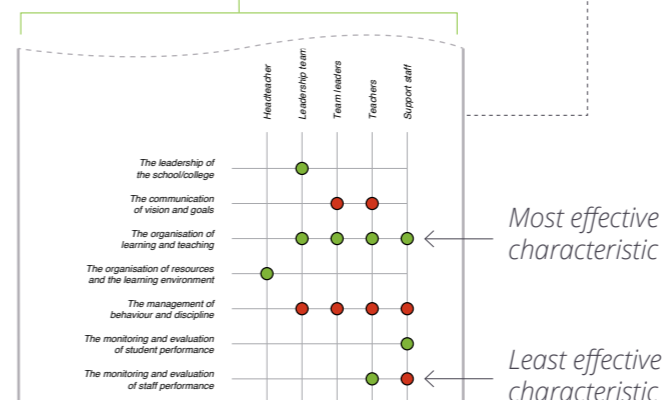
The staff report indicates how opinions vary between groups of staff.



Concise, ready-to-use reports



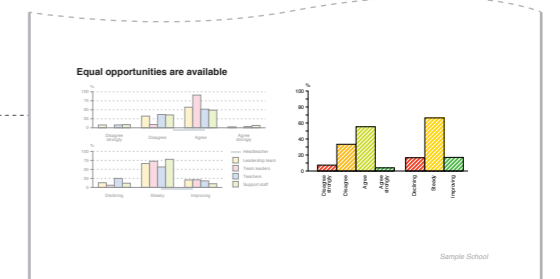
Comparing the overall feelings of the different groups of staff



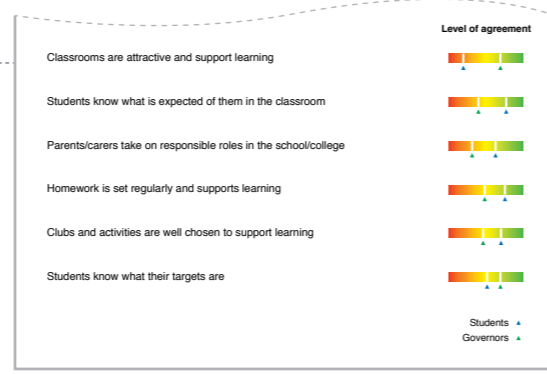
A quick view of overall staff response



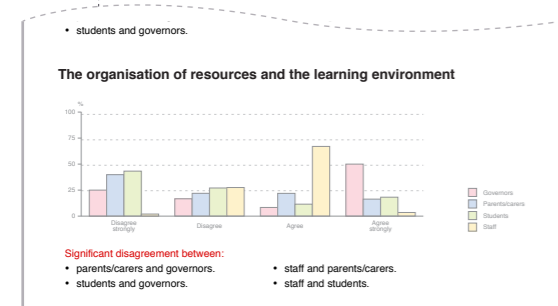
An instant insight into the most significant differences in perceptions between groups of staff



A more detailed view of responses



Specific details also available



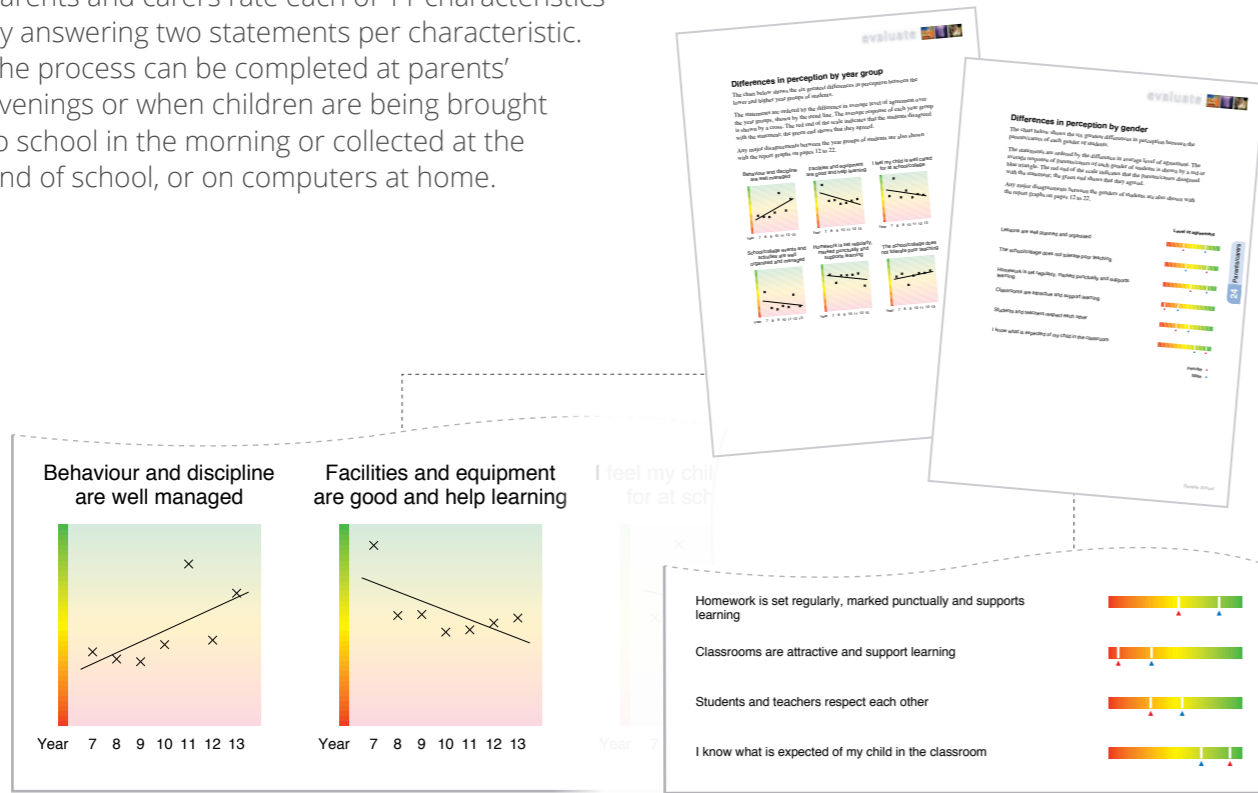
Concise, easy to interpret overview reports

Evaluate *Parents*

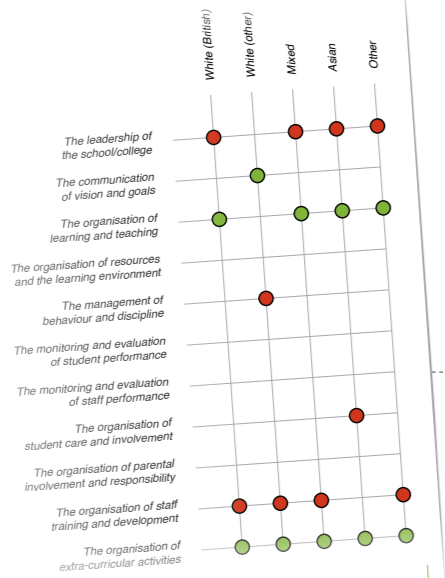
Peace of mind for Parent View

With the advent of Ofsted's new online Parent View system, many schools are feeling exposed to the views of a vocal minority. *Evaluate – Parents* enables you to make consultation the constructive and worthwhile exercise it should be, giving you a representative set of opinions on a range of important topics while making sure that you remain in control.

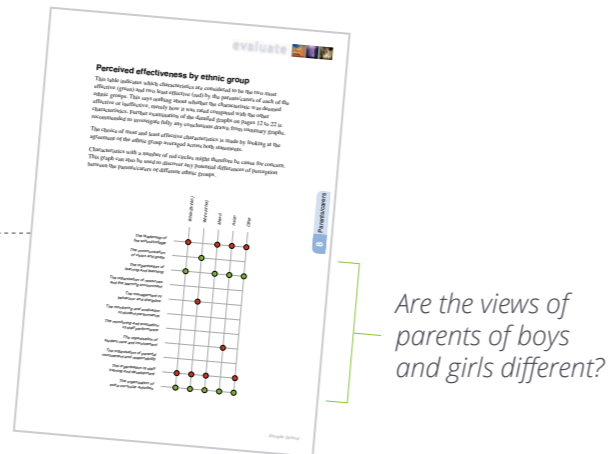
Parents and carers rate each of 11 characteristics by answering two statements per characteristic. The process can be completed at parents' evenings or when children are being brought to school in the morning or collected at the end of school, or on computers at home.



See important trends between parents of children in different year groups

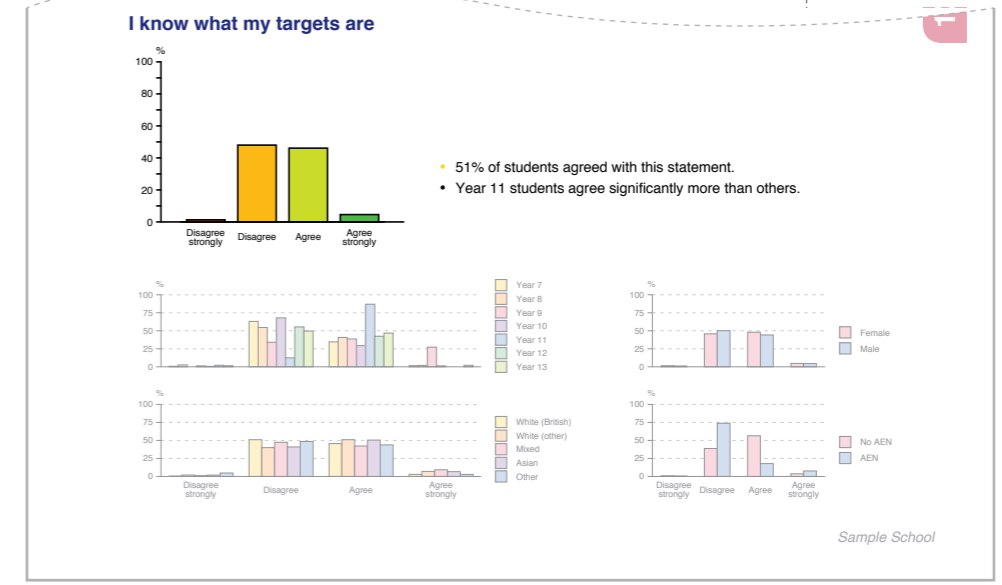


Ethnic variations in responses can be seen

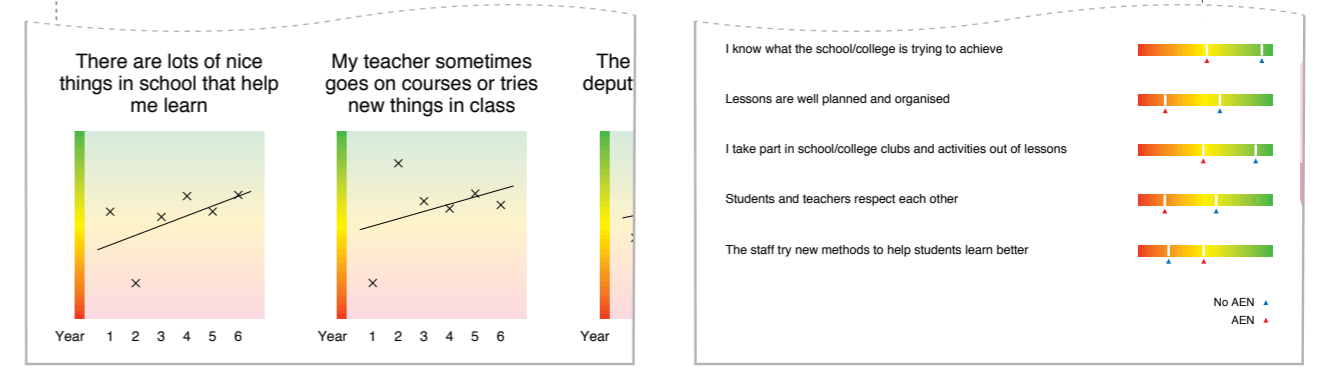


Evaluate *Pupils*

Secondary school-age pupils rate each of 11 characteristics by answering two statements per characteristic. Primary school-age pupils also rate each of 11 characteristics by answering two statements, but the interface and language level are tailored so as to be suitable for younger children. The whole online process, including briefing and simple follow-up, can be completed within about 40 minutes.



A wealth of information is available for each set of responses



Again, patterns of perception can be highlighted across the age range

To help understand the feelings of all groups, variations in responses by those with additional educational needs are highlighted