



**Empowering School Principals
for Inclusive School Culture**

Questionnaire for teachers

HEAD: Empowering school principals for inclusive school
culture

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The HEAD Questionnaire

We kindly invite you to take part in the research that will allow us to evaluate the impact of the HEAD programme.

About the Questionnaire

- This questionnaire should take approximately 15 minutes to complete.
- Guidelines for answering the questions are typed in italics. Most questions can be answered by marking one most appropriate answer.
- The questionnaire includes questions:
 - about school,
 - about collaboration in your school,
 - about support for teachers,
 - about school challenges and data gathering,
 - about you and your professional background.
- When in doubt about any aspect of the questionnaire, or if you would like more information about the questionnaire or the study, you can reach us by using the following contact details: [add contact details].

Note:

The term inclusion in this questionnaire is understood as a process of addressing and responding to the diversity of needs of all learners (e.g. diversity connected to the students' background, their learning capabilities and other varieties in the school population) through increasing participation in learning, cultures and communities, and reducing exclusion from education and from within education.

Confidentiality

All information that is collected in this study will be treated confidentially. Your answers will be combined with others to make totals and averages in which no individual can be identified.

Your honest and detailed responses and comments will help us to evaluate the effect of the programme. Therefore, we would be very grateful if you filled out the following pages as carefully as possible. Participation in this survey is voluntary and any individual may withdraw at any time.

Thank you very much for your participation!

HEAD project team:

NEPC (Lana Jurko) – project leader

Educational research institute (Ana Mlekuž and Manja Veldin) – external evaluators

<add country specific contacts>

ABOUT YOUR SCHOOL

Q1. How strongly do you agree with the following statements?

(Please select one response in each row.)

(1 = strongly disagree; 2 = disagree; 3 = neither agree, nor disagree; 4 = agree; 5 = strongly agree)

Principal at this school

- A. promotes active participation of teachers in school decision making.
- B. promotes active participation of students in school decision making.
- C. promotes active participation of parents in school decision making.
- D. promotes the collaboration of local community representatives with the school.
- E. creates equal opportunities for all students.
- F. creates equal opportunities for all school staff.
- G. supports just school rules.
- H. promotes fairness when addressing school issues.
- I. opens the space for expressing student diversity.

Q2. How strongly do you agree that the following statements are true for your school?

(Please select one response in each row.)

(1 = strongly disagree; 2 = disagree; 3 = neither agree, nor disagree; 4 = agree; 5 = strongly agree)

- A. Confidence for the solution of problems is placed in group judgement.
- B. Those who are affected by school policies and/or rules are encouraged to be a part when creating them.
- C. The role of authority is clearly defined.
- D. Responsibilities of stakeholders (school staff, students, parents) are clearly defined.
- E. School rules are clearly defined.
- F. The minority opinion has the right to be heard.
- G. Evaluation is an element of development.

Q3. In the last year, how often did your school promote the following values through different events/activities

(Please select one response in each row.)

(1 = never, 2 = once, 3 = twice, 4 = three times, 5 = more than three times)

- A. justice *(e.g. activities related to co-creating rules that teach fairness in discussions and behaviours in school; projects on social justice etc.)*
- B. equal opportunity *(e.g. activities related to underprivileged people or groups; activities related to improving facilities for the disabled; events where all students took part in etc.)*
- C. diversity *(e.g. activities encouraging students' expression of diverse ethnic and cultural identities; events celebrating school's diversity; events/activities raising awareness of teachers' and students' diversity etc.)*
- D. cooperation *(e.g. meeting with parents discussing school issues; meeting with representatives of the local community for school development; meeting with school staff and students planning joint events etc.)*

Q4. Are the following existing/established practices and rules implemented at your school?

(Please select one response in each row.)

(1 = No; 2 = Yes)

- A. for teacher cooperation in the decision-making process
- B. for fostering cooperation among teachers
- C. for fostering parents' cooperation.
- D. for tackling discrimination (based on gender, ethnicity, disability, etc.)
- E. for sharing new ideas
- F. for reporting problems within the school
- G. for peer support practices among students

Q5. To what extent does this apply to your school?

(Please select one response in each row.)

(1 – does not apply at all; 2 – to a small extent; 3 – to a moderate extent; 4 – to a large extent; 5 – completely applies)

- A. School is a supportive and inviting place for students to learn.
- B. School sets high standards for academic performance for all students.
- C. School promotes academic success for all students.
- D. School involves most parents in school events or activities.
- E. School is a supportive and inviting place for staff to work.

Q6. To what extent does this apply to your school?

(Please select one response in each row.)

(1 – does not apply at all; 2 – to a small extent; 3 – to a moderate extent; 4 – to a large extent; 5 – completely applies)

- A. School staff acknowledges and pays attention to students.
- B. School staff wants all students to do their best.
- C. School staff listens to what students have to say.
- D. School staff believes that every student can be a success.
- E. School staff supports and treats each other with respect.

Q7. To what extent does this apply to your school?

(Please select one response in each row.)

(1 – does not apply at all; 2 – to a small extent; 3 – to a moderate extent; 4 – to a large extent; 5 – completely applies)

- A. Students make everyone feel welcome.
- B. Students help each other.
- C. Students collaborate with each other.
- D. Students treat each other with respect

ABOUT COLLABORATION IN YOUR SCHOOL

Q8. How often do the parents at your whole school participate in the following activities?

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. Discussing their child's behaviour and/or progress with a teacher.
- B. Participating in different activities taking part at school (e.g. physical activities, yard work, help at the library, media centre, extracurricular activities etc.).
- C. Participating in local school government (e.g. Parent council or school council or school management committee).
- D. Taking part actively in the school parent <association>.
- E. Voting in <school council, school representative body>.
- F. Attending parent-teacher meetings.

Q9. In the last year, how often did your principal encourage you to

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. establish relationships with parents that are not active?
- B. establish relationships with parents who belong to vulnerable groups (e.g. ethnic minorities, immigrants, special needs etc.)?
- C. find new ways or methods for the active participation of parents?
- D. include parents in the decision-making at the school level?
- E. encourage parents to attend parent-teacher meetings regularly?
- F. involve parents in organising different events at the school (e.g. physical activities, guest speakers, fund-raising etc.)?
- G. encourage parents to actively participate in the school board and/or parents' school association?

Q10. During the last year, how often did you collaborate with

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. local government
- B. public library
- C. local cultural institutions and associations (e.g. cinema, theatre, concert hall, museums, art galleries, choirs, amateur theatre groups etc.)
- D. local institutions (e.g. health, tourist, retirement homes, kindergarten, sports clubs etc.)
- E. local businesses
- F. police/fire service
- G. further education institutions

Q11. During the last year, how often were your opinions included when decisions were made in the following areas:

(Please select one response in each row.)

(If no decisions were made in a certain area in the last year, please, select option 0.)

(0 = no decisions were made; 1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. planning the observation of teaching practices.
- B. planning instructional programmes and activities.
- C. selecting/adopting instructional materials.
- D. determining staff professional development needs.
- E. planning staff professional development programmes.
- F. assigning leaders for staff development.
- G. developing curriculum.

Q12. During the last year, how many of the students did you include when decisions were made in the following areas:

(Please select one response in each row.)

(If no decisions were made in a certain area in the last year, please, select option 0.)

(0 = no decisions were made; 1 – None; 2 – Some of the students; 3 – Half of the students; 4 – The majority of the students; 5 – Everyone)

- A. discussing students' issues.
- B. planning instructional programmes and activities.
- C. selecting/adopting instructional materials.
- D. developing classroom rules.
- E. planning extracurricular activities.
- F. implementing extracurricular activities.

Q13. In the last year, how often did you participate in the following activities?

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. helping each other
- B. planning extracurricular activities with other teachers
- C. planning different school events with other teachers
- D. dealing with students' behavioural issues together with school staff
- E. working on the teaching materials with other teachers
- F. discussing the learning development of specific students with other school staff

ABOUT SUPPORT FOR TEACHERS

Q14. During the last year, how often did your principal encourage you to attend professional development activities on the following topics?

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. pedagogical competencies needed for teaching in inclusive schools
- B. using ICT (information and communication technology) skills for teaching in an inclusive environment
- C. student behaviour and classroom management
- D. approaches to individualised learning
- E. teaching students with special needs
- F. teaching in a multicultural or multilingual setting
- G. teacher-parent/guardian co-operation
- H. languages of the school environment (e.g. minority language if applicable, immigrant group language if applicable etc.)
- I. collaboration among school-staff

Q15. During the last year, how often did your principal encourage you to

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. cooperate closely with parents or guardians for students' learning
- B. cooperate closely with parents or guardians for students' well-being
- C. build a trusting relationship with your students.
- D. detect students who need learning support.
- E. detect students who need emotional support.
- F. detect students who need financial support.
- G. provide students with learning support
- H. provide students with emotional support
- I. encourage students to use school counsellor and guidance services
- J. create a safe space for students to confide their problems

Q16. In the last year, how often did your principal encourage you to

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. use learning materials, which recognise diversity
- B. learn about students' diversity
- C. respect every student regardless of their background
- D. involve students to learn about the other students' background
- E. support students to participate in all activities in school
- F. adapt your teaching to all students (e.g. cultural diversity of students, different learning abilities, different language abilities)
- G. reduce stereotyping amongst students (e.g. ethnic, socio-economic, etc.)

ABOUT SCHOOL CHALLENGES AND DATA GATHERING

Q17. In the last year, how often did you

(Please select one response in each row.)

(1 – Never; 2 – Rarely (app. once a year); 3 – Occasionally (app. twice to three times a year); 4 – Often (app. once a month); 5 – Very often (more than once a month))

- A. gather data on your own or with other school staff
- B. analyse the gathered data and/or data at your disposal on your own or in collaboration with other school staff
- C. use the analysed data to identify the concrete problems
- D. plan the intervention based on the analysed data
- E. implement the intervention
- F. assess the success of the intervention

ABOUT YOU

Q18. how strongly do you agree that the following statements are true for you?

(Please select one response in each row.)

**(1 = strongly disagree; 2 = disagree; 3 = somewhat disagree; 4 = somewhat agree; 5 = agree
6 = strongly agree)**

- A. I don't often think about my thoughts.
- B. I rarely spend time in self-reflection.
- C. I frequently examine my feelings.
- D. I don't really think about why I behave in the way I do.
- E. I frequently take time to reflect on my thoughts.
- F. I often think about the way I feel about things.
- G. I am not really interested in analysing my behaviour.
- H. It is important for me to evaluate the things I do.
- I. I am very interested in examining what I think about.
- J. It is important to me to try to understand what my feelings mean.
- K. I have a definite need to understand the way that my mind works.
- L. It is important to me to be able to understand how my thoughts arise.

Q19. How old are you?

(Please, write a number.)

Q20. What is your gender?

ABOUT YOUR PROFESSIONAL BACKGROUND

Q21.*¹ What is the highest level of formal education you have completed?

(Please select one response.)

<Below ISCED Level 5>

<Below ISCED Level 5B>

<Below ISCED Level 5A>

<Below ISCED Level 6>

Q22.* How many years of work experience do you have?

(Please round up to whole years no matter whether you worked part-time or full-time and fill in the appropriate number of years. If any option did not apply to you write "0" (zero).)

Year(s) working as a teacher at this school

Year(s) working as a teacher in total

Year(s) working in other education roles (do not include years working as a teacher)

Year(s) working in other jobs

Q23. Are you a class teacher?

(Please select one response.)

1 = No 2 = Yes

Q24. Which <grade(s)/year(s)> do you teach?

(Please select all which apply)

1.

2.

3.

4.

<5.>

<6.>

<7.>

<8.>

<9.>

Q25. Which subject(s) do you teach?

¹ Questions marked with * were only used in baseline (T1) questionnaire. They were removed from the endline (T2) version of the questionnaire.