**School Stress Survey**

The aim of this survey is to assist the School Management Team to identify the main areas and causes of potential stress at work so that any risks to your health, safety and wellbeing can be reduced. You can provide feedback anonymously, but please be assured that any information you do provide will be treated confidentially.

Please return the questionnaire to: PLEASE COMPLETE AS REQUIRED

If you need any confidential help, support, information or advice about this or any health-related subject please contact: PLEASE COMPLETE AS REQUIRED

**INSTRUCTIONS**

* Please read the questions in each section very carefully,
* Tick the box which applies,
* Please be honest and constructive in your comments. For example, if you are not satisfied with your physical working environment, briefly explain what is wrong with it and how you would improve it. If you are very satisfied with something, briefly say why.

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| **Name of Department (where applicable)** |  |  |
| Are you (delete as appropriate):  Teaching staff Non-teaching staff | Are you (delete as appropriate):  Male Female | Are you a Line Manager:  Yes No |

| **Section 1.**  **Your job** |  | **Yes** | **No** | **Constructive comments (e.g. if NO, say why not). Continue overleaf if necessary.** |
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| 1. | Are you satisfied with your job generally? |  |  |  |
| 2. | Do you think that your skills, knowledge and experience match the requirements of your job? |  |  |  |
| 3. | Do you think that your skills, knowledge and experience are being used as much as you would like them to be? |  |  |  |
| 4. | Do you think that class preparation time is adequate? |  |  |  |
| 5. | Do you think that you have adequate resources to be able to do your job? |  |  |  |
| 6. | Do you think that your workload is just about right? |  |  |  |
| 7. | Do you think that the deadlines/targets you are given are reasonable and achievable? |  |  |  |
| 8. | Do you think that the health, safety and welfare of staff are a priority within the school/unit? |  |  |  |
| 9. | Are you satisfied with your physical working environment (heating, lighting, space, equipment etc.)? |  |  |  |
| 10. | Are you satisfied with the facilities available for food and drink/rest periods? |  |  |  |
| 11. | Do you think you have opportunities within your working day for rest and relaxation or exercise? |  |  |  |
| 12. | Are you satisfied with the services available to staff for:  (i) Counselling?  (ii) Health advice and information?  (iii) Safety advice and information? |  |  |  |

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| **Section 2.**  **Your role** |  | **Yes** | **No** | **Constructive comments (e.g. if NO, say why not). Continue overleaf if necessary.** |
| 1. | Are you satisfied with your level of involvement in the decision-making processes? |  |  |  |
| 2. | Do you think that your work is appreciated and seen as valuable? |  |  |  |
| 3. | Do you have a clearly defined job description and duties? |  |  |  |

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| **Section 3.**  **Relationships** |  | **Yes** | **No** | **Constructive comments (e.g. if NO, say why not). Continue overleaf if necessary.** |
| 1. | Are you satisfied that you and your colleagues assist and support one another? |  |  |  |
| 2. | Are you satisfied with the way staff at work relate to each other? |  |  |  |
| 3. | Are you satisfied that you are not being bullied or harassed at work in any way? |  |  |  |
| 4. | Are you satisfied with the opportunities you have of receiving and giving feedback amongst your colleagues? |  |  |  |
| 5. | Are you satisfied with the way you relate to pupils/students? |  |  |  |
| 6. | Are you satisfied with the way pupils/students relate to you? |  |  |  |

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| **Section 4.**  **Your career development** |  | **Yes** | **No** | **Constructive comments (e.g. if NO, say why not). Continue overleaf if necessary.** |
| 1. | Are you satisfied with the amount of training available to you at work? |  |  |  |
| 2. | Are you satisfied with the quality of training that you receive? |  |  |  |
| 3. | Do you think that the opportunities to progress and develop through training are fair to everyone? |  |  |  |
| 4. | Are you satisfied with the staff induction programme? |  |  |  |
| 5. | Are you satisfied with the appraisal and review system? |  |  |  |
| 6. | Do you feel there are opportunities available in the school to enable you to progress in your career? |  |  |  |
| 7. | Do you feel you are encouraged to progress in your career? |  |  |  |

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| **Section 5.**  **Your organisational structure and climate** |  | **Yes** | **No** | **Constructive comments (e.g. if NO, say why not). Continue overleaf if necessary.** |
| 1. | Are you satisfied with the communication methods that exist in the school/unit? |  |  |  |
| 2. | Do you think that you are treated as an individual? |  |  |  |
| 3. | Are you satisfied with the overall management structure of the school/unit? |  |  |  |

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| **Section 6.**  **Home/work interface** |  | **Yes** | **No** | **Constructive comments (e.g. if NO, say why not). Continue overleaf if necessary.** |
| 1. | Do you think that your home or social life is affected detrimentally by the events that happen at work? |  |  |  |
| 2. | Do you think that your work is affected detrimentally by the events that happen at home or in your social life? |  |  |  |
| 3. | During the last year, have you had time off work because of ill-health, which you think was caused by stress at work? |  |  |  |
| 4. | Do you feel your health is being affected by your work?  (i) Your physical health?  (ii) Your mental or emotional health? |  |  |  |
| 5. | Do you find you are smoking or drinking alcohol more, or using drugs to help you cope with problems at work? |  |  |  |

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| **Section 7.**  **Good things about work** | |
| What are the best things about your work? | Please describe |

If there is anything else related to your work that may be causing you harmful stress, please raise this through your management route. Individuals will be supported to address work-related stress issues.

Thank you for taking the time to complete this survey.