

# School and College Panel

# School and college panel technical report: 2021 to 2022 academic year

# November 2022

**IFF Research** 



# Contents

1. Overview	4
Methodological overview	4
Measuring changes over time	6
2. Panel Recruitment: Schools	8
Panel recruitment: sampling (schools)	8
Drawing school leader sample	9
Drawing classroom teacher sample	12
Panel recruitment: exclusions (schools)	14
Panel recruitment: fieldwork (schools)	14
Panel recruitment survey: survey coverage	15
Panel recruitment survey: profile	16
3. Panel Recruitment: Colleges	21
Phase 1 Panel recruitment: sampling (colleges)	21
Phase 1 Panel recruitment: fieldwork (colleges)	21
Additional college recruitment methods	22
College leaders	22
College teachers	22
Panel recruitment: response rate (colleges)	22
4. Questionnaire Development	24
Panel surveys: questionnaire development	24
Questionnaire review	24
Cognitive testing	24
5. Fieldwork and response rates	26
Incoming contact	26
Response rates	27
Panel opt-outs	28
6. Panel surveys: data processing and analysis	30
Data processing	30
Data analysis	30

7. Panel survey: weighting	32
School-level weighting	32
Teachers / individual weighting	34
Approach to weighting Panel A and Panel B	36
Appendix A. Panel recruitment Phase 1 invitation email	38
Appendix B. Panel recruitment letter to secondary leaders	41
Appendix C. Panel recruitment survey	44
Appendix D. College leader recruitment email	54
Appendix E. Survey invitation email (February wave)	55
Appendix F. Sampling error for each survey wave	56

# 1. Overview

The Department for Education launched the School and College Panel (SCP) at the start of the academic year 2021/2022 to provide rapid feedback on issues affecting schools during recovery from the COVID-19 pandemic, and to help shape the Department's policies during this critical time. It was preceded by the School Snapshot Panel (SSP) which ran from early February to July 2021.

School leaders and teachers that agreed to join the panel have been invited to take part in a series of short (5-7-minute) online surveys twice termly since October 2021.

This technical report covers:

- The methodology used to recruit panellists (<u>Chapters 2 and 3</u>);
- The process through which the panel survey questionnaires are developed (<u>Chapter 4</u>);
- The response rate to the recruitment exercises and the subsequent surveys (<u>Chapter 5</u>);
- The approach taken to data cleaning and analysis (<u>Chapter 6</u>); and
- How the data has been weighted to be representative of the school and teacher populations (<u>Chapter 7</u>).

### **Methodological overview**

The research was structured in two broad stages:

- Stage 1 the recruitment survey: selected school and college leaders and teachers were invited to a 2-3-minute registration survey, covering key demographic factors such as job role and COVID-19 vulnerability. School leaders and teachers were sampled from the 2020 Schools Workforce Census (SWFC) database, which is detailed further in Chapter 2. Detail of college leader and teacher sampling can be found in Chapter 3.
- Stage 2 the panel surveys: once registered, panellists have been invited to complete short (5-7-minute) online surveys. These surveys have run twice termly in the autumn 2021, spring 2022, and summer 2022 terms, and are scheduled to continue throughout the 2022/23 academic year (Year 2).

Participants that joined the panel signed up to be invited to surveys on an ongoing basis for up to two years. Participation is voluntary, and participants can leave the panel at any time.

Table 1 shows the fieldwork dates for each phase and wave of the panel, as well as the fieldwork reference period for each survey completed to date.

Wave	Fieldwork period
Phase 1 (initial) recruitment drive	November 2021 – June 2022
October 2021 (Wave 1)	8 October – 15 October 2021
December 2021 (Wave 2)	1 December – 8 December 2021
February 2022 (Wave 3)	2 February – 9 February 2022
March 2022 (Wave 4)	9 March – 16 March 2022
May 2022 (Wave 5)	5 May – 12 May 2022
June 2022 Behaviour Survey <sup>1</sup>	13 June – 20 June 2022
June Phase 2 recruitment drive	June 2022 - ongoing
June 2022 (Wave 6)	27 June – 4 July 2022

Table 1 Waves and Phases of the School and College Panel (SCP)

<sup>&</sup>lt;sup>1</sup> An ad-hoc survey wave run in June covering the topic of pupil behaviour in schools.

#### Measuring changes over time

The Department is interested in tracking changes in leaders' and teachers' opinions over time, so some questions in the School and College Panel are repeated across waves.

Before the School and College Panel, the Department used to collect evidence from school leaders and teachers on a range of topical issues in education via:

- The School Snapshot Survey (Winter 2017 Summer 2020). This was a biannual survey of leaders and teachers.<sup>2</sup> The survey adopted a random sampling approach to select schools from the eligible population.<sup>3</sup> Roughly 800 leaders and 1,000 teachers took part in the survey each wave.
- The Department for Education Panel of School Leaders and Teachers (July, September and December 2020). This was a panel of roughly 3,500 leaders and teachers developed from the School Snapshot Survey. Participants who took part in the Winter 2018, Summer 2019 and Winter 2019 waves of the School Snapshot Survey were invited to be part of the panel.
- The School Snapshot Panel (February 2021 July 2021). This was a panel of over 4,300 leaders and teachers. Leaders and teachers were selected to be invited to join the panel via the School Workforce Census.<sup>4</sup> A series of short online surveys were administered to panel members every 2-4 weeks between February 2021 and July 2021.<sup>5</sup>

The differences in the sampling methodology between each of the panels (Schools and College Panel, School Snapshot Survey and the Panel of School Leaders and Teachers) means that caution should be taken when comparing the results from the School and College Panel questions with those from these data sources.

For instance, the sampling frame for each of the data sources differed:

- Schools Snapshot Survey Get Information About Schools (GIAS) database.
- Department for Education Panel of School Leaders and Teachers Get Information About Schools (GIAS) database.
- School and College Panel Schools Workforce Census (SWFC).

<sup>&</sup>lt;sup>2</sup> <u>School snapshot survey: summer 2019 - GOV.UK (www.gov.uk)</u>

<sup>&</sup>lt;sup>3</sup> Mainstream local authority-maintained and academy schools, in primary and secondary settings.

<sup>&</sup>lt;sup>4</sup> Some participants involved in the DfE's Panel of School Leaders and Teachers may have been invited to join the School Snapshot Panel. If they agreed, they were subsequently removed from the Panel of School Leaders and Teachers.

<sup>&</sup>lt;sup>5</sup> The SSP reports, including the technical report, can be found at: <u>School snapshot panel: COVID-19 -</u> <u>GOV.UK (www.gov.uk)</u>

• Covid-19 School Snapshot Panel – Schools Workforce Census (SWFC).

# 2. Panel Recruitment: Schools

# Panel recruitment: sampling (schools)

For the Phase 1 recruitment drive beginning in September 2021, the school leaders and teachers that were invited to take part in the School and College Panel were selected using the 2020 Schools Workforce Census database. The aim of the recruitment phase was to establish a panel totalling around 11,000 leaders and teachers in mainstream schools in England.

Prior to any recruitment activity for the School College Panel, 5,725 respondents were already on the panel. These respondents had signed up to the earlier School Snapshot Panel and agreed to remain as respondents in the 2021/22 academic year. Full details of the recruitment of these panel members can be found in the published School Snapshot technical report.<sup>6</sup>

Table 2 presents the target number of School and College Panel members, broken down by phase and level, alongside the number of existing panel members, and the number of "new recruits" needed to reach this target.

	Primary leader	Secondary leader	Primary teacher	Secondary teacher
Target number of panel members	2,424	3,200	2,778	2,778
Existing SSP panel members	1,580	1,172	1,517	1,456
New recruits needed	844	2,028	1,261	1,322

Table 2 Targets for the recruitment phase of School College Panel

A panel of this size enables the Department to collect robust evidence from leaders and teachers and allows for attrition across waves of the survey (i.e., the gradual loss of responses from a sample over time) while maintaining reliable results. It is also large enough to allow for the panel to be split in half into "A" and "B" groups in waves where

<sup>&</sup>lt;sup>6</sup> <u>School snapshot panel: COVID-19 - GOV.UK (www.gov.uk)</u>

the department requires a lot of questions to be asked, while still providing reliable results and maintaining an adequate number of respondents by phase and level in each group.

Furthermore, a panel of this size enables comparative analysis between sample groups by phase and level, along with other key comparative groups, including:

- Free School Meal (FSM) quintile;
- Academy status;
- Region; and
- Ofsted rating.

The targets detailed in Table 2 were set in order to aim to achieve 800 responses each wave for each group (primary leaders, secondary leaders, primary teachers, secondary teachers) by the end of the 2021/22 academic year. This factored in the achieved response rate for each of these four groups in the previous School Snapshot Panel . Higher numbers of secondary leaders were required on the panel, as this group had the lowest response rate on SSP.

For secondary leaders, all secondary schools were sampled in the recruitment phase, and a response rate of around 37% would have been required to achieve our target of recruiting an additional 2,028 secondary leaders. For other groups, a 16-20% response rate was assumed for the recruitment phase, again based on the achieved recruitment rates on SSP.

#### **Drawing school leader sample**

A maximum of two leaders from each school could be recruited to the panel, with one to be assigned to panel A, the other to panel B<sup>7</sup> (this was to prevent the views of two leaders at one school in effect being double-counted if they both responded to the same set of panel questions).

To achieve the target number of completes, two leaders from all secondary schools were selected. For primary leaders, sufficient sample was available so that only one leader was invited from each randomly selected school.

<sup>&</sup>lt;sup>7</sup> School leaders and teachers were assigned to one of two groups (termed "panel A" or "panel B"), with these two groups being shown different questions in the survey waves. Splitting questionnaire coverage between those assigned to panel A and panel B allows for more extensive coverage (more questions can be asked each wave), whilst keeping within the desired 5-7 minute survey length for individual respondents.

Academy status was not factored into the leader sample draw, allowing this to fall out naturally. The selected leader sample, by phase and academy status, is outlined in Table 3.

	Primary	Secondary <sup>8</sup>	Total
Academy	3,702	4,289	7,991
Non- academy	6,848	1,141	5,430
Total	10,550	5,430	15,980

# Table 3 Sample drawn from the 2020 SWFC for Phase 1 of leader recruitment – phase by academy status

The leader types for inclusion in the panel surveys were:

- Headteacher;
- Assistant headteacher; and
- Deputy headteacher.

A simple random sample within each school was conducted, meaning any of the above leader types could be drawn from each school. This approach was adopted to be representative of the school leader population as a whole.

In June 2022, the updated 2021 SWFC data became available for use. The Summer 2022 Phase 2 recruitment drive, to replenish the panel, was carried out using the 2021 SWFC. Sample was drawn from the 2021 SWFC datafile using the same principles as the initial draw outlined above. Table 4 shows the numbers drawn for this Phase 2 recruitment drive. Secondary leaders were not included in this June draw due to the limited number of sample available and the need to 'save' these for the larger recruitment exercise planned in Autumn 2022.

<sup>&</sup>lt;sup>8</sup> All eligible sample in these school types was drawn during the recruitment phase of the study, meaning, in effect, a census of these school types was conducted.

# Table 4 Sample drawn from the 2021 SWFC for June Phase 2 leader recruitment – phase by academy status

	Primary	Secondary	Total
Academy	3,305	N/A	3,305
Non-academy	5,084	N/A	5,084
Total	8,369	N/A	8,369

#### Drawing classroom teacher sample

For the phase 1 recruitment drive, teachers were drawn, using a stratified random sampling technique, whereby each individual within the primary and secondary strata had an equal chance of being selected from the total population of teachers in the 2020 SWFC. This means that schools selected for the leader element may or may not have been drawn for the teacher element. Some schools had no teachers selected, whereas other schools had one or multiple teachers drawn.

To achieve the targets presented in Table 2, the following number of teachers were drawn from the SWFC, based on an estimated 9% response rate for primary teachers and 13% response rate for secondary teachers.

Academy status was not factored into the teacher sample draw, and was allowed to fall out naturally. The selected teacher sample, by phase and academy status, is outlined in Table 5.

	Primary	Secondary	Total
Academy	5,133	8,039	13,172
Non-academy	8,877	2,130	11,007
Total	14,010	10,169	24,179

# Table 5 Sample drawn from the 2020 SWFC for Phase 1 teacher recruitment – phase by academy status

In Summer 2022 a Phase 2 recruitment drive was carried out with teachers. Sample was drawn using the same principles as the Phase 1 draw outlined above. Table 6 shows the teacher numbers drawn in June 2022.

# Table 6 Sample drawn from the 2021 SWFC for June Phase 2 teacher recruitment – phase by academy status

	Primary	Secondary	Total
Academy	4,714	10,327	15,041
Non-academy	7,367	2,517	9,884
Total	12,081	12,844	24, 925

# Panel recruitment: exclusions (schools)

As with previous research undertaken for the Department with school leaders and teachers in mainstream primary and secondary settings, the following school types were excluded from the panel:

- Special schools;
- Post-16 providers;
- Pupil Referral Units (PRUs) / Alternative Providers (APs);
- Nurseries (only); and
- Independent/non-maintained schools.

The above school types were excluded because the questions in the School and College Panel are aimed at mainstream schools that are funded by the local authority (local authority-maintained schools) or directly by government (academies). Survey questions would not necessarily be suitable for the above school types.

# Panel recruitment: fieldwork (schools)

Fieldwork for the Phase 1 panel recruitment phase was launched in November 2021 and remained ongoing until the refresh exercise started in June 2022. The process for the recruitment exercise was as follows:

- E-mail invitations were sent to central school email addresses (e.g., <u>info@primaryschool.org</u>). The subject line of the email requested that it be forwarded to the relevant leader or teacher to complete the online survey (November 2021).
- Two separate reminder emails were sent by IFF Research to non-responding leaders and teachers via the central school email address (November 2021).
- Due to the relatively low response to initial emails, The Department for Education sent a follow-up reminder email to all non-responding leaders and teachers via the central school email address (November 2021).
- Reminder letters were sent to all secondary leader non-respondents (January 2022).

Reminder letters were only sent to secondary leaders as this group required the greatest number of new recruits to reach the target numbers outlined in Table 2. Out of the 4,818

letters sent, 420 secondary leaders signed up to the panel following this, a response rate of 9% for the letter alone, compared to a total response rate of 10% among secondary leaders following the initial invite and reminder emails.

A copy of the Phase 1 recruitment invitation email can be found in <u>Appendix A</u>, and the reminder letter to secondary leaders in <u>Appendix B</u>.

Fieldwork for the Phase 2 panel recruitment in June 2022 followed the same pattern, however June recruitment consisted only of email invites and not letters:

- E-mail invitations were sent to central school email addresses (e.g., <u>info@primaryschool.org</u>). The subject line of the email requested that it be forwarded to the relevant leader or teacher to complete the online survey (June 2022).
- Reminder email(s) were sent to non-responding leaders and teachers via the central school email address (June 2022).

### Panel recruitment survey: survey coverage

The recruitment survey collected key information about leaders and teachers and their school or college, alongside personal contact information (email address and phone number) to enable alternative ways of contact for future panel surveys. Data was also appended to individual recorded from the SWFC database (with consent from respondents) and the Get Information about Schools database. The variables appended from these two databases are detailed below.

The SWFC database provided key demographic information, including leaders' and teachers':

- Age;
- Gender;
- Ethnicity; and
- Qualification date.

The Get Information About Schools database provided key school-level information such as:

- Academy status (including membership of Multi-Academy Trusts)
- Ofsted rating;

- School size (i.e., number of pupils);
- Percentage of pupils entitled to Free School Meals; and
- Gender type (of pupils).

The recruitment survey focused on variables not covered or which may be out of date in the above databases, including:

- Job role;
- Length of time in current role;
- Key Stage taught (teachers only);
- Subject area taught (secondary teachers only);
- Disability status; and
- COVID-19 vulnerability (risk and vaccination status).

Although factors like subject area are collected in the SWFC, the School and College Panel was used to verify these variables or plug gaps in existing datasets. Connected to this, some information in the SWFC database, such as leaders' and teachers' job role, may have been out of date by the point at which they were recruited to the panel. This led to some movement between leader and teacher status during the recruitment phase. The recruitment survey identified where leaders and teachers had moved to roles of greater or less responsibility, meaning they would receive questions relevant to their current role.

A copy of the recruitment survey questionnaire can be found in Appendix C.

### Panel recruitment survey: profile

The following tables show the response rate for the recruitment phase of the panel by school phase and academy status. As of 27 June 2022, 3,135 leaders and teachers had registered for the panel, a response rate of 8% based on the starting sample of 37,164 for the Phase 1 recruitment drive and 7% based on a starting sample of 33,314 for the Phase 2 recruitment drive.<sup>9</sup> Leaders were slightly more likely to register for the panel than teachers.

<sup>&</sup>lt;sup>9</sup> The total number invited is slightly lower than the number selected due to faulty or missing email addresses. Email addresses were not available at the time of sampling.

# Table 7. Panel recruitment phase response rate, by school phase for the Phase 1recruitment drive

	Primary Leaders	Secondary Leaders	Primary Teachers	Secondary Teachers	Total
Starting sample	9,871	4,884	13,228	9,181	37,164
Joined the panel	802	690	877	766	3,135
Response rate	8%	14%	7%	8%	8%

# Table 8. Panel recruitment phase response rate, by school phase for the Phase 2recruitment drive

	Primary Leaders	Secondary Leaders	Primary Teachers	Secondary Teachers	Total
Starting sample	8,389	0	12,081	12,844	33,314
Joined the panel	493	29 <sup>10</sup>	802	1,015	2,339
Response rate	6%	N/A	7%	8%	7%

As previously outlined, fieldwork for the Phase 1 recruitment drive remained active from September 2021 into January 2022.<sup>11</sup> These figures should not be compared to the response rates in the June recruitment drive which had only been in field for one week at the time of measuring.

Tables 9 and 10 below show these response rates for the Phase 1 and Phase 2 recruitment drives split by academy status.

<sup>&</sup>lt;sup>10</sup> The recruitment survey checks the respondent's current job role. Though no secondary leaders were invited in the June Phase 2 recruitment drive, 29 respondents marked as teachers in the SWFC had moved in to a leader role at the time of recruitment.

<sup>&</sup>lt;sup>11</sup> The recruitment survey remained open until June 2022, but no communications were sent after January, so a negligible number of responses were received after this time.

	Academy Leaders	Non- academy Leaders	Academy Teachers	Non- academy Teachers	Total
Sample size	7,322	7,433	12,127	10,282	37,164
Joined the panel	792	700	895	748	3,135
Response rate	11%	9%	7%	7%	8%

 Table 9. Response rate for Phase 1 panel recruitment, by academy status

#### Table 10. Response rate for Phase 2 panel recruitment, by academy status

	Academy Leaders	Non- academy Leaders	Academy Teachers	Non- academy Teachers	Total
Sample size	3,305	5,084	15,041	9,884	33,314
Joined the panel	210	312	1,100	717	2,339
Response rate	6%	6%	7%	7%	7%

Table 11 shows the breakdown of panel members according to key subgroup variables, as well as the proportions found in the population of schools (for school phase and academy status) or individual leaders and teachers (for level and job role).

#### Table 11. Panel composition by key subgroups compared with overall population<sup>12</sup>

		Number joined panel	Proportion of panel (all)	Proportion of panel (leaders)	Proportion of panel (teachers)	Proportion in the population (2020/21) <sup>13</sup>
Level	Leader	4,772	42%	100%	-	12%
Level	Teacher	6,463	58%	-	100%	88%
School phase	Primary	6,091	54%	60%	50%	54%
School phase	Secondary	5,144	46%	40%	50%	46%
Academy status	Academy	6,498	58%	56%	60%	43%
Academy status	Non- academy	4,737	42%	44%	40%	57%
FSM	Quintile 1	1,350	12%	12%	12%	13%
FSM	Quintile 2	1,857	17%	16%	17%	16%
FSM	Quintile 3	2,308	21%	21%	20%	19%
FSM	Quintile 4	2,639	23%	23%	24%	22%
FSM	Quintile 5	2,964	26%	26%	26%	28%
FSM	Unknown	117	1%	1%	1%	2%
Ofsted rating	Outstanding	1,557	14%	14%	14%	12%
Ofsted rating	Good	6,356	57%	57%	56%	60%
Ofsted rating	Requires improvement	1,101	10%	10%	10%	8%
Ofsted rating	Serious weaknesses	54	<1%	<1%	1%	<1%
Ofsted rating	Special measures	44	<1%	<1%	<1%	<1%
Ofsted rating	Unknown	2,123	19%	18%	19%	18%

<sup>&</sup>lt;sup>12</sup> Please note: while panel recruitment involved a roughly equal number of leaders and teachers, this does not reflect the population (where teachers dominate).

<sup>&</sup>lt;sup>13</sup> The proportions presented here for level and phase are taken from the Schools Workforce Census (SWFC) 2020. The proportions for Academy Status, FSM quintile and Ofsted rating are taken from Get Information About Schools (GIAS) database in the Autumn term of 2021.

Job role	Headteacher	1,535	14%	32%	-	4% <sup>14</sup>
Job role	Assistant and/or deputy headteacher	3,138 <sup>15</sup>	28%	66%	-	8%
Job role	Classroom teacher <sup>16</sup>	6,463	58%	-	100%	88%

Please note breaks will not always sum to 100% due to rounding.

<sup>&</sup>lt;sup>14</sup> The proportions presented here for job role reflect the proportions in the latest SWFC data – the high-level data does not separate assistant and deputy headteachers, hence this figure is combined in the table above.

 <sup>&</sup>lt;sup>15</sup> Comprising of 1,746 assistant headteachers and 1,392 deputy headteachers.
 <sup>16</sup> Including leading practitioners.

# 3. Panel Recruitment: Colleges

The predecessor studies to the School and College Panel (the School Snapshot Survey and the Department for Education Panel of School Leaders and Teachers described earlier) had not included FE college leaders and teachers. The addition of this group meant college leaders and teachers needed to be newly recruited to join the School and College Panel. The recruitment of college leaders and teachers began in November 2021 and remains ongoing.

# Phase 1 Panel recruitment: sampling (colleges)

All Further Education (FE) colleges in England were in scope for the survey. Desk research was carried out to find a suitable leader contact at each of the 236 institutions flagged as 16+ on the Get Information About Schools (GIAS) database. These leaders were then contacted and invited to be part of the panel, with an option to refer a different member of the leadership team if they did not wish to take part.

In a very similar approach to the school recruitment, college leaders completed a short 5minute registration survey to collect basic information about themselves and their college (this was very similar to the registration survey for school respondents, as detailed in <u>Appendix D</u>. The registration survey asked leaders to confirm if their college taught 16– 18-year-olds, and they were excluded from the panel if they did not.

At the end of the recruitment survey, leaders were asked to randomly select 10 college teachers, and provide their names and email addresses through a secure online portal, so they could be invited to join the panel. These college teachers then received an email with a link to the registration survey to opt-in to the panel.

# Phase 1 Panel recruitment: fieldwork (colleges)

Email invites to college teachers were sent on a rolling basis throughout November and December 2021, and teachers received one initial invitation email and up to four reminder emails.

College leaders received an initial invitation email and up to three reminder emails throughout November and December 2021 if they did not respond. Leaders who had signed up to the panel but had not provided any teacher referrals, received up to two reminder emails to refer teachers through the online portal. College leaders were also phoned between 16<sup>th</sup> November 2021 and 28<sup>th</sup> January 2022. This phoning had two aims:

- 1. To encourage one leader from each college to sign up to the panel (the registration survey was offered as a telephone interview if desired)
- 2. Where a leader had signed up, the call was used to encourage the college to provide the name and email address of 10 college teachers who could be invited join the panel.

Following this first phase of college recruitment outlined above, by the start of February 2022, 64 college leaders and 92 college tutors had been recruited to the panel.

# Additional college recruitment methods

#### **College leaders**

At the end of the February wave, secondary school leaders were asked to provide the name and email address of their sixth form leader (if applicable). A total of 69 sixth form leaders were referred through this route. These referrals were sent an invite email to join the panel, with a link to the online recruitment questionnaire. All referrals were sent one invite email and one email reminder. Fourteen of these referrals had signed up by the time of the March wave.

#### **College teachers**

To boost recruitment of college teachers, an open link to the registration survey was created and in the February wave college leaders were asked to circulate this link to their teaching staff, along with a covering email to explain the purpose of the panel and the importance of signing up. A total of 114 college teachers across 20 colleges had signed up through this open link as of 27 June 2022.

#### Panel recruitment: response rate (colleges)

As a result of all aforementioned recruitment methods, a total of 92 college leaders and 206 college teachers had joined the panel by the end of June 2022. As it is not possible to track the number of teachers who were sent the open link, it is not possible to determine a response rate for this group.

#### Table 12. Response rate for recruitment of college leaders and teachers

	Leaders	Teachers
Starting sample	305 <sup>17</sup>	-
Joined the panel	92	206
Response rate	30%	-

<sup>&</sup>lt;sup>17</sup> This 305 starting sample comprises 236 from desk research of institutions flagged as 16+ on the GIAS database, and the later additional sample of 69 school sixth form leaders, as outlined above.

# 4. Questionnaire Development

#### Panel surveys: questionnaire development

This section outlines how the panel questionnaires have been developed and tested each wave.

#### **Questionnaire review**

For each wave of the survey, an initial proposed list of questions was provided by the Department for Education, based on priorities from relevant policy teams (e.g., SEND team, Mental Health and Wellbeing Team). These questions were initially reviewed, improved and prioritised internally by the Department for Education. The draft questions were then reviewed by IFF Research, who provided feedback on the survey content, for example, by suggesting amendments to question wording, or identifying potential candidates for deletion if the survey is too long.<sup>18</sup> Once changes were agreed, the surveys were then cognitively tested.<sup>19</sup>

#### **Cognitive testing**

New questions that are submitted each wave, undergo cognitive testing. In a typical wave (such as March 2022) which had a panel A and B split, and included FE leaders and teachers, a total of 25 cognitive interviews were conducted. The aim was to achieve 20 interviews with school respondents with an equal split of respondents by level (leaders vs. teachers) and phase (primary vs. secondary); and 5 interviews with college leaders and teachers. As shown in Table 13, school respondents are also randomly assigned to either panel A or panel B to reflect the main survey design and minimise the number of questions each individual answers. The target number of interviews are as follows.

<sup>&</sup>lt;sup>18</sup> Panel participants had committed to regular, 5-7-minute surveys, so all panel surveys needed to adhere to these survey length parameters.

<sup>&</sup>lt;sup>19</sup> Cognitive testing is a form of user testing whereby the survey questions are asked 'live' with eligible participants and follow-up questions are used to gauge participants' understanding of them.

	Panel A Primary	Panel A Secondary	Panel B Primary	Panel B Secondary	College	Total
Leader	2 - 3	2 - 3	2 - 3	2 - 3	2-3	10-15
Teacher	2 – 3	2 - 3	2 - 3	2 - 3	2-3	10-15
Total	5	5	5	5	5	25

Table 13. Target number of cognitive interviews per wave

Due to a small sample size, no cognitive interviews were carried out with college leaders in December 2021 or February 2022. Instead, an open text question was included at the end of the college leaders survey to capture any feedback on the questionnaire. In June 2022, college leaders were not included in main survey (due to an insufficient number of questions) and therefore cognitive testing with this group was not required.

In the October 2021 wave, the panel A and B approach was not taken, therefore half the number of cognitive interviews (10 in total) were required.

Cognitive interviews were undertaken by telephone. Those who had not taken part in cognitive testing in a previous wave were prioritised to reduce burden on participating leaders and teachers. The sample for cognitive testing was taken from the previous Leader and Teacher Panel, consisting of respondents who agreed to be recontacted for this purpose.

The cognitive interviews typically lasted for between 20 and 45 minutes.

#### **Cognitive reporting**

Following the cognitive testing fieldwork at each wave, a short summary document was produced highlighting overarching themes emerging from the cognitive testing, focusing on question clarity, relevance and survey flow. In addition, IFF Research provided a question-by-question breakdown of the cognitive findings to raise any issues with specific questions and suggest recommended changes.

Following this feedback, the Department for Education and IFF Research agreed a final set of questions for inclusion in each wave.

# 5. Fieldwork and response rates

This section outlines the fieldwork process for the panel surveys, and the response rate achieved.

The duration of fieldwork for each wave is one week. Fieldwork dates for all panel surveys conducted to date are shown in Table 14.

Each wave involved an initial invitation email being sent to panellists, followed by two reminder emails to all non-responders. In the May and June wave, text reminders were also sent half-way through fieldwork, in addition to the two reminder emails. The survey invitation email can be found in Appendix E.

	Launch & invite sent	Reminder email (1)	Reminder email (2)	Survey close
October 2021	8 October	12 October	14 October	15 October
December 2021	1 December	3 December	6 December	8 December
February 2022	2 February	4 February	7 February	9 February
March 2022	9 March	11 March	14 March	16 March
May 2022	5 May	9 May	11 May	12 May
June 2022 Behaviour Wave	13 June	15 June	17 June	20 June
June 2022	27 June	29 June	1 July	4 July

Table 14. Fieldwork dates

### **Incoming contact**

A dedicated email address is available for respondents to use to get in touch with the IFF Research team. This can be used for general queries about the survey, technical issues about accessing the survey, and respondents updating their contact details and opt-outs. Respondents are also given the Department for Education Omnibus Surveys team's email address if they have wider queries about the research.

## **Response rates**

Table 15 shows the overall response rate among school leaders and teachers for each wave of the School and College Panel survey. Response rates have varied between 22% and 34%.

	October 2021	December 2021	February 2022	March 2022	May 2022	June 2022 Behaviour Wave	June 2022
Starting sample	5,725	8,641	8,909	9,149	9,202	8,290	11,235
Complete surveys	1,888	2,963	2,838	2,542	2,502	1,865	3,343
Response rate	33%	34%	32%	28%	27%	22%	30%

Table 15. Response rates for each wave of the panel survey (schools)

Response rates by some key subgroup variables are shown in Table 16.

Table 16. Response rates by	v level, school p	phase and academy	y status (schools)

		Oct 2021	Dec 2021	Feb 2022	March 2022	May 2022	Behav. Wave	June 2022
Level	Leader	29%	31%	29%	25%	24%	21%	22%
Level	Teacher	35%	38%	35%	30%	30%	24%	36%
School phase	Primary	34%	36%	34%	29%	28%	22%	29%
School phase	Secondary	30%	32%	30%	26%	26%	24%	31%
School phase and level	Primary leader	32%	33%	31%	26%	26%	21%	24%
School phase and level	Primary teacher	35%	39%	36%	31%	30%	22%	33%
School phase and level	Secondary leader	24%	27%	26%	23%	22%	21%	19%
School phase and level	Secondary teacher	35%	36%	33%	28%	29%	25%	39%

Academy status	Academy	31%	33%	31%	26%	22%	21%	29%
Academy status	Non- academy	34%	36%	33%	29%	27%	21%	31%
Job role (leaders)	Headteacher	35%	35%	35%	29%	26%	24%	22%
Job role (leaders)	Assistant headteacher	22%	27%	25%	21%	22%	18%	21%
Job role (leaders)	Deputy headteacher	30%	30%	29%	26%	25%	20%	22%

In February, March and May 2022, college leaders were also invited to take part in the survey. College teachers were invited to the March and May 2022 surveys only. The response rates for these groups were as follows:

- February, 22/64 college leaders responded (a response rate of 34%, in line with schools).
- In March, 24/78 college leaders responded (a response rate of 39%) and 80/161 college teachers (a response rate of 50%).
- In May, 16/84 college leaders responded (a response rate of 19%) and 91/209 college teachers (a response rate of 44%).

#### **Panel opt-outs**

A total of 14 school leaders and teachers have opted out of the SCP panel since being recruited, primarily because they were no longer in a school (see Table 17 for a breakdown by level and phase). No college leaders or teachers have opted-out since signing up to the panel.

Level	Primary	Secondary	Total
Leader	2	4	6
Teacher	2	6	8
Total	4	10	14

Table 18 shows the proportions of panellists that have responded to multiple waves.

	October 2021	December 2021	February 2022	March 2022	May 2022	June 2022
Starting sample	5,725	8,641	8,909	9,149	9,202	11,235 <sup>20</sup>
New sample	5,725	2,916	268	240	53	2,339
Achieved responses	1,888	2,580	2,838	2,542	2,502	3,343
Percentage of starting sample responding for the first time	33%	21%	7%	4%	11%	13%
Responding for the second time	-	13%	15%	5%	13%	6%
Responding for the third time	-	-	10%	11%	5%	2%
Responding for the fourth time	-	-	-	8%	9%	7%
Responding for the fifth time	-	-	-	-	7%	5%
Responding for the sixth time	-	-	-	-	-	5%
Response rate	33%	34%	32%	28%	27%	30%

#### Table 18. Proportions of panellists responding to multiple waves

Please note: Behaviour wave not included in this table as not all panel members were invited to take part.

<sup>&</sup>lt;sup>20</sup> Starting sample in June excludes all college leaders and teachers

# 6. Panel surveys: data processing and analysis

## **Data processing**

Following fieldwork each wave, data processing involves:

- Creating detailed specifications for the creation of the SPSS file, data tables and codeframe, which together outline how survey data should be coded and presented in final data outputs.
- Incorporating personal and school-level variables from SWFC and the GIAS to enable comparison between groups in the survey (for schools only).
- Cleaning and processing the raw survey data to ensure it is presented in the most accessible and useful format for users, including:
  - Rebasing questions so they reflect the experiences of the most relevant group of leaders and teachers.
  - Creating derived variables from raw survey responses (e.g., net agree/disagree variables).
  - Editing data where requests have been made by the respondent (for example, they wanted to change their answer to a question after they submitted their survey responses).
  - Editing inconsistencies in survey responses (for example, if a respondent clearly contradicts themselves at two different questions in the survey. This is rare and typically resolved by setting the answers to missing or "don't know" if this is applicable. In some cases, the respondent may be contacted to clarify survey responses).

# Data analysis

Following data cleaning the data is analysed to draw out key findings from each wave of the research. This is achieved by first assessing the findings based on all respondents, and then by looking at differences between key subgroups. The key subgroups explored in the surveys are:

- Phase
- Level
- FSM status (for schools only)
- Academy status (for schools only)

• Ofsted rating

IFF Research tables apply z-tests on sub-group percentages, or t-tests on sub-group means to determine whether significant differences are present in the dataset. Differences between sub-groups and between previous waves are only commented on in the text if they are statistically significant at the 95 percent confidence level, unless otherwise stated, i.e. statistically we can be 95% confident that the differences are 'real' differences and not a result of the fact that the findings are based on a sample of schools rather than a census of all schools.

Although the leader sample and the teacher sample have been weighted to be nationally representative (by school type and by teacher demographics)<sup>21</sup>, the data is still subject to sampling error. The extent of sampling error depends on:

- The sampling approach. The closer it is to a random sample, the lower the sampling error. A stratified random sample is preferable as this helps to balance characteristics that may impact the representativeness of the sample.
- The sample size. Larger samples have lower sampling errors.
- The survey result. Statistics closer to 50% have a higher standard deviation compared to those further away (e.g., 80%).

Sampling error for different groups of schools in the 2021/22 surveys, based on survey findings of 50%, and 20% or 80%, are shown in <u>Appendix F</u>.

These sampling errors were calculated using the following formula:

$$x \pm z = \frac{s}{\sqrt{n}}$$

Where:

- X is the mean value or percentage
- Z is the Z-value (which for the 95% confidence level is 1.96)
- s is the standard deviation
- n is the base size

<sup>&</sup>lt;sup>21</sup> College data is not weighted.

# 7. Panel survey: weighting

Due to the small base size, weighting was not applied to data from college leaders. Weighting was only applied to data collected from school leaders and teachers.

Two types of weighting were applied to the data, depending on whether questions were asking for school-level or individual-level answers from leaders and teachers. The examples below use the October survey results – the same principle applied to all subsequent waves of the survey in the 2021/22 academic year.

# **School-level weighting**

At the analysis stage, the school-level (leaders) data was grossed up to the overall population of schools. This process corrects for the over-sampling of secondary schools (relative to the proportion of the population that they represent) so that the findings can be interpreted as being representative of all (in scope) state-funded schools. The population data for weighting was drawn from Get Information about Schools (GIAS). The following population figures were used:

Number of schools	Primary <sup>22</sup>	Secondary <sup>23</sup>	Total
Academy converter	4,558	1,596	6,154
Academy sponsor led	1,624	719	2,343
Community school	5,723	303	6,026
Foundation school	539	161	700
Free schools	238	175	413
Studio schools	0	21	21
University technical college	0	48	48
Voluntary aided school	2,464	200	2,664
Voluntary controlled school	1,639	26	1,665
Total	16,785	3,249	20,034

#### Table 19. Population data (from Get Information about Schools)

<sup>&</sup>lt;sup>22</sup> Includes middle deemed primary schools.

<sup>&</sup>lt;sup>23</sup> Includes all through and middle deemed secondary schools.

Number of schools	Primary	Secondary	Total
Academy converter	182	152	334
Academy sponsor led	49	37	86
Community school	158	31	189
Foundation school	18	18	36
Free schools	6	19	25
Studio schools	0	0	0
University technical college	0	7	7
Voluntary aided school	66	25	91
Voluntary controlled school	41	2	43
Total	520	291	811

#### Table 20. Achieved school-level interviews - October survey (unweighted)

Number of schools	Primary	Secondary
Academy converter	25	10.5
Academy sponsor led	33.14	19.43
Community school	36.22	9.77
Foundation school	29.94	8.94
Free schools	39.67	9.21
Studio schools	-	-
University technical college	-	6.96
Voluntary aided school	37.33	8
Voluntary controlled school	39.86	13

Table 21. Grossing factors by cell in the October survey (school-level)

As outlined in Table 20, no responses were achieved from studio schools. The data was therefore weighted to be representative of all in scope state-funded schools *excluding* secondary studio schools, and this is highlighted in the main report. As shown in Table 19, secondary studio schools comprise 0.1% of the total school population.

### **Teachers / individual weighting**

For the analysis on a teacher rather than a school base, the responses from leaders and classroom teachers were combined and weighted together to the overall population of teachers. The population data for the teachers weighting was taken from the Schools Workforce Census based on November 2020 data (the most up to date available data).

Weighting by phase and level ensures results reflect the relative proportion of each group within the population. It means figures presented on all respondents are weighted towards teachers as this group represent the majority of the population.

The calculations for this element of the weighting are shown in Tables 22-24 below (using October 2021 wave as an example):

	Classroom teachers	School leaders	Total
Primary	249,249	41,683	290,932
Secondary	225,613	23,872	249,485
Total	474,862	65,555	540,417

#### Table 22. Population data (from Schools Workforce Census)

#### Table 23. Achieved staff-level interviews in the October survey (unweighted)

	Classroom teachers	School leaders	Total
Primary	550	520	1,070
Secondary	527	291	818
Total	1,077	811	1,888

#### Table 24. Grossing factors by cell in the October survey (individual-level)

	Classroom teachers	School leaders
Primary	1.584	0.356
Secondary	1.495	0.285

When weighting data, it is important to weight to as few variables as possible to reduce the risk that the weighting of one variable will confuse or interact with others. It is also important to consider the balance between the impact weighting by multiple variables will have on effective sample size and the difference weighting makes to the overall results. As such, school-level weighting was limited to establishment type by school phase, and teacher-level weighting by level and phase. Weighting by additional variables (for instance, school-level data by region, and teacher-level data by gender) was considered but the profile, once weighted by the variables above, were considered sufficiently close to not warrant additional weighting.

# Approach to weighting Panel A and Panel B

As outlined in Table 25, for the majority of surveys run in the 2021/22 academic year, school leaders (and, less commonly school teachers) were allocated either to group A or B, with each group receiving a different set of questions.

Wave	School leaders split into A/B panels	Primary teachers split into A/B panel	Secondary teachers split into A/B panels
October 2021	NO	NO	NO
December 2021	YES	NO	NO
February 2022	YES	NO	YES
March 2022	YES	YES	YES
May 2022	YES	YES	YES
June 2022 Behaviour Wave	NO	NO	NO
June 2022	YES	YES	YES

#### Table 25 Assignment of school leaders and teachers to panel A/B

Weights were calculated separately for panel A and panel B respondents to ensure results reported from either panel A or B were representative of the overall population. This resulted in four weights being created:

- Panel A school-level
- Panel B school-level
- Panel A individual
- Panel B individual.

As demonstrated in Table 25, in the December 2021 wave, teachers were not split into two different groups and therefore received all questions. In the February 2022 wave, primary teachers were not split into two panels, whereas secondary teachers were.

In the December 2021 wave, where a question was asked of leaders (who were assigned to an A or B panel) and teachers (who were not), the individual weight used reflected the panel the leaders were on. For example, if a question was asked to panel B leaders and all teachers – the individual weight B was used.

Similarly, in the February wave, if a question was asked to secondary teachers (who were assigned to a panel) and primary teachers (who were not) the individual weight used would reflect the panel the secondary teachers were on. For example, if a question was asked to panel A secondary teachers and all primary teachers – the individual panel A weight was used.

# **Appendix A. Panel recruitment Phase 1 invitation email**

#### DfE need your views to inform policies to support education recovery

Dear <CONTACT>,

We are inviting you to join the thousands of teachers and leaders currently taking part in the **Department** for Education's (DfE) School and College Panel.

DfE's School and College Panel, formerly the School Snapshot Panel, is used by the department to collect vital information from schools and colleges via **regular short easy-to-complete surveys**.

Using this information to **create an evidence base for policies**, has never been more critical as we help schools and pupils recover from the pandemic.

#### Next steps:

- 1. SIGN UP TO THE PANEL BEFORE WEDNESDAY 24<sup>TH</sup> NOVEMBER: Click on the link in the green box below and enter your [ID]. Complete the short (5-minute) registration survey to join the panel. This survey asks for top-of mind information about you and your school.
- 2. EVERY 4-6 WEEKS: Once on the panel, you will be invited to take part in short (5-minute) online surveys every 4-6 weeks. These surveys will ask about topical education issues and help us understand the most important issues schools are facing. You don't need to complete every survey to be on the panel so if you need to skip a wave that's okay!
- **3. OCCASIONALLY:** We may invite you to focus groups or stakeholder discussions on specific topics to enable more nuanced understanding of the issues that matter most to schools and colleges.

Don't miss your chance to share yours and your school's views and experiences with the DfE:

### Click now to join the School and College Panel

#### What policies has the School and College Panel already informed?

Examples of how the previous School Snapshot Panel has informed DfE policies include:

- The development of a new COVID Workforce Fund for schools and colleges to help with staff absences
- The development of the DfE's education recovery packages and guidance
- Approaches to boosting rapid asymptomatic testing in schools
- The government's changes to COVID guidance in schools, in particular the challenges and consequences of measures beyond their impact on transmission.

Findings can be found here: <u>School snapshot survey: COVID-19 - GOV.UK (www.gov.uk)</u>

#### Why have other teachers and leaders taken part?

"Quick and simple to answer questions" Primary teacher

"Great opportunity to collect school's perspective on key areas in order to inform future policies and practices" **Secondary leader** 

#### Do you have any queries?

If you have any questions about the research, please email Anya Karadia at <u>schoolcollegepanel@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Elizabeth Warren (<u>elizabeth.warren@education.gov.uk</u>).

We thank you for your time and hope you will join this essential research at this critical time.

Kind Regards,

Loma Alena

Lorna Adams Project Director IFF Research

Vicky Petrie Chief Social Researcher Department for Education

#### Additional information

- We are aware of the acute pressure schools are experiencing and in line with DfE's commitment to reduce the burden on schools, the research panel will only cover essential information that will be used to inform policy decisions.
- Participation in the Panel is completely voluntary and you can ask to leave any time. For reference, teachers and leaders are randomly selected to take part using the School Workforce Census.

- Please be reassured that the findings from the panel research are strictly confidential and will not be shared with anyone from your school.
- All published data will be reported in aggregate form so you and your school will not be identifiable.
- The panel database is owned by DfE, and is used for research purposes only. This means details about you and your school will only be shared with researchers in DfE and our research contractors.
- The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR).
- You have a right to have a copy of your data, change your data, or withdraw from the research at any point. If you'd like to do this, or want and more information on data protection, please visit our website at: <a href="http://www.iffresearch.com/gdpr">www.iffresearch.com/gdpr</a>

# Appendix B. Panel recruitment letter to secondary leaders

DfE wants leaders like you to help inform policies to support education recovery

Dear [Contact],

#### We're inviting you to join the Department for Education's (DfE) School and College Panel.

The DfE's School and College Panel collects vital information from schools and colleges via **5minute surveys run twice termly**. The data collected is used throughout the department to **create an evidence base for policies.** Your views have never been more critical as we help schools and pupils recover from the pandemic.

# If you'd like to join the panel and join other school leaders who are already sharing their views with the DfE please:

- 1 Go to <u>www.iffresearch.com/SCP</u>
- 2 Enter your unique ID: [ID]
- 3 Complete a 5-minute registration survey about you and your school.

#### What to expect once you have joined the School and College Panel

**EVERY 4-6 WEEKS**: Once on the panel, you will be invited to take part in short (5-minute) online surveys every 4-6 weeks. You don't need to complete every survey to be on the panel so if you need to skip a wave - that's okay!

IFF and DfE then work together to interpret the findings, which are **used across the Department to inform policy decisions.** 

**OCCASIONALLY:** We may invite you to join focus groups or stakeholder discussions on specific topics to enable more nuanced understanding of the issues that matter most to schools and colleges.

#### Do you have any queries?

If you have any questions about the research, please email Anya Karadia at <u>schoolcollegepanel@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Amy Philburn at <u>Amy.PHILBURN@education.gov.uk</u>

#### What policies has the School and College Panel already informed?

Examples of how the previous Panel has informed DfE policies include:

- 1. The development of a new COVID Workforce Fund for schools and colleges to help with staff absences
- 2. The development of the DfE's education recovery packages and guidance
- 3. Approaches to boosting rapid asymptomatic testing in schools
- **4.** The government's changes to COVID guidance in schools, in particular the challenges and consequences of measures beyond their impact on transmission.

Findings can be found here: <u>www.gov.uk/government/publications/school-snapshot-survey-covid-19</u>

We thank you for your time and hope you will join this essential research at this critical time.

Kind Regards,

Loma Alana

Lorna Adams Project Director IFF Research

Vicky Petrie Chief Social Researcher Department for Education

#### Additional information

#### How is the DfE working to reduce burden on schools?

We are aware of the acute pressure schools are experiencing and in line with **DfE's commitment to reduce the burden on schools** the research panel will only cover essential information that will be used to inform policy decisions. Read more information here: <u>https://www.gov.uk/government/publications/coronavirus-covid-19-reducing-burdens-on-educational-andcare-settings</u>

#### Am I required to take part?

**Participation in the Panel is completely voluntary** and you can ask to leave any time. For reference, teachers and leaders are randomly selected to take part using the School Workforce Census.

#### How is my data protected?

Please be reassured that the findings from the panel research are strictly confidential and will **not be shared with anyone from your school.** All published data will be reported in aggregate form so you and **your school will not be identifiable.** The panel database is owned by DfE, and is used for **research purposes only**. This means details about you and your school will only be shared with researchers in DfE and our research contractors. The research is being conducted strictly **in accordance with the Market Research Society Code of Conduct**, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (**GDPR**). You have a right to have **a copy of your data**, **change your data**, **or withdraw** from the research at any point. If you'd like to do this, or want and more information on data protection, please visit our website at: <u>www.iffresearch.com/gdpr</u>

## **Appendix C. Panel recruitment survey**

School and College Panel – Recruitment Phase – School Registration Survey

#### Landing page

Welcome to the School and College Panel registration survey.

Given the extraordinary impact of the COVID-19 pandemic, the Department for Education (DfE) is recruiting school leaders and classroom teachers to join our research panel to help the department support schools and pupils to recover. This will allow us to collect robust evidence in a speedy manner, and in turn develop policies to help schools and children.

This short registration survey just collects key information about you and your school before we launch the next survey in December. We very much hope you will register your interest. Taking part will ensure your voice is heard during this critical time.

The survey will take less than 5 minutes to complete. It is being conducted on the Department's behalf by IFF Research, an independent research company.

When completing the survey please only use the 'previous' and 'next' buttons at the bottom of the page, not the 'back' and 'forward' buttons in your browser. It is best viewed in Microsoft Internet Explorer.

To take part in this survey, please click 'Next' below to begin.

Responses to this survey will be kept entirely confidential, in line with the Code of Conduct of the Market Research Society and GDPR. The panel database is controlled by the Department, meaning your personal details and those of your school will not be shared with anyone outside of IFF Research and the Department. You have a right to have a copy of your data, change your data, or withdraw from the research at any point. If you'd like to do this, you can consult our website at: iffresearch.com/gdpr. If you would like to know more about how we will be using the data we collect through these surveys, you can review our privacy notice here: <u>https://www.iffresearch.com/privacy-notice-school-collegepanel/</u>. If you would like further information or would like to contact someone about the research, please click <u>'further information'</u>.

# A Confirmation of respondent

ASK ALL

A1 Before we begin, we would like to confirm that we have reached the correct school leader or teacher. We are inviting this person to be part of the panel:

<CONTACT NAME>

Is this you?

SINGLECODE.

Yes	1	
No	2	

IF NOT THE RIGHT CONTACT (A1=2)

A2 For the purpose of the COVID-19 School Snapshot Panel, we are collecting details for the named individual. If you know the email address of the person, please could you enter it here. We will send them a link to the registration form for them to complete.

DS: PLEASE UPDATE SAMPLE

MESSAGE IF TYPE IN EMAIL: Thank you for providing the email for the correct person at your school. We will be in touch if we require any more information.

EMAIL ADDRESS:	@
Don't know	

IF NOT SURE (A2=CODE1)

A3 Please could you forward the email invitation on to the named contact so they can complete the survey. Thank you for your assistance.

THANK AND CLOSE.

# B Agreement to take part

#### ASK ALL

B1 Thank you for confirming we have reached the correct person. Before we collect some information about you, we would just like to confirm that the COVID-19 School Snapshot Panel is something you are interested in being a part of.

Through short, easy-to-complete surveys, you will be providing the Department for Education with timely information about key, COVID-19 related issues impacting schools. Your contributions over the next few months will be vital in informing the Department's activities throughout 2021.

Are you interested in helping the Department for Education by becoming a panellist in this important study? *SINGLECODE*.

Yes	1	
No	2	THANK AND CLOSE

#### IF INTERESTED IN TAKING PART (B1=1)

B2 Thank you for agreeing to take part. We would just like to confirm the best way to get in touch with you about future surveys. Please enter your contact information below. If possible, we would like your work and personal email address, so we have an alternative way of contacting you if you leave the school you are currently working at, or your work email mailbox is full. This will allow us to contact you if you move schools or leave the profession.

Our surveys are optimised to allow completion on mobile phones. This means if you receive an email from us on your mobile, you can complete it 'on the go'.

DS: ALLOW SKIP ON PERSONAL EMAIL ADDRESS.

DS: PLEASE APPLY STANDARD CHECKS ON EMAIL ADDRESSES / PHONE NUMBERS.

ERROR MESSAGE IF WORK EMAIL ADDRESS NOT ENTERED: You need to enter your work email address so we can invite you to our panel surveys.

WORK EMAIL ADDRESS:	@
PERSONAL EMAIL ADDRESS:	@
WORK CONTACT NUMBER:	
MOBILE CONTACT NUMBER:	

# C About you

ASK ALL

C1 Firstly, which of the following best describes your job role? SINGLECODE.

Assistant Headteacher	1
Deputy Headteacher	2
Headteacher	3
Leading Practitioner	4
Qualified teacher who is serving statutory induction	5
Qualified teacher (QTS/QTLS) on the Main Pay Range who is not serving statutory induction	6
Qualified teacher (QTS/QTLS) on the Upper Pay Range	7
Other	8
Prefer not to say	9

#### DUMMY VARIABLE, DO NOT ASK

C1DUM

MULTICODE

Leader	1	C1 = 1 TO 4 (OR C1=8/9 AND SAMVARLEV=1)
Teacher	2	C1= 5 TO 7 (OR C1=8/9 AND SAMVARLEV=2)

#### ASK ALL

#### C2 How long have you been working in your current role in your school?

WRITE IN YEARS
DS - ONLY ACCEPT WHOLE NUMBERS (FROM 0-99)
Less than one year
Don't know

IF DON'T KNOW QUALIFICATION DATE (SAMVARS\_HASQUALDATE=2)

C3 How long have you been working in the teaching profession since you qualified (to the nearest year)?

By qualified, we mean when you achieved QTS after your ITT (and before you started your NQT induction).

WRITE IN

DS - ONLY ACCEPT WHOLE NUMBERS (FROM 0-99)

Don't know

#### ASK ALL TEACHERS (C1DUM=2)

C4 What Key Stage(s) do you teach? MULTICODE.

[IF PHASE = 1: Early years foundation stage]	1
[IF PHASE = 1: Key Stage 1]	2
[IF PHASE = 1: Key Stage 2]	3
[IF PHASE = 2: Key Stage 3]	4
[IF PHASE = 2: Key Stage 4]	5
[IF PHASE = 2: Key Stage 5]	6

ASK ALL PRIMARY LEADERS (C1DUM=1 AND PHASE=1)

C5 **Does your school teach pupils who are in Reception or Key Stage 1?** SINGLECODE.

Yes	1
No	2
Don't know	3

#### ASK ALL SECONDARY LEADERS (C1DUM=1 AND PHASE=2)

#### C6 Does your school teach pupils aged 16-18 years old?

SINGLECODE.

Yes	1
No	2
Don't know	3

#### ASK ALL SECONDARY TEACHERS (C1DUM=2 AND PHASE=2) C7 What subject do you spend most of your time teaching? SINGLECODE.

English	1
Maths	2
Science	3
Geography	4
History	5
Modern Foreign Languages (e.g. French, German and Spanish)	6
Religious Studies	7
Physical Education	8
Art	9
Music	10
Design & Technology	11
Home Economics	12
IT/Computer Science	13
Other	14
Prefer not to say	15

# D Demographics

ASK ALL

D1 Finally, there are a few demographic questions we would like to ask you to help us understand the experiences of teachers and school leaders from different backgrounds and circumstances. Everything you say is confidential, will be used for research purposes only and you can decline to answer individual questions if you wish. Is that ok?

SINGLECODE.

Ye	es	1	
N	0	2	

ASK ALL

D2 Do you consent for the DfE to use administrative data it holds about you? This includes your age, gender and ethnicity. By providing this information you can help DfE to understand how diversity characteristics relate to school experiences.

SINGLECODE.

Yes	1
No	2

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

# D3 Do you have any physical or mental health conditions or illnesses lasting or expected to last 12 months or more?

SINGLECODE.

Yes	1
No	2
Prefer not to say	3

ASK IF HAS HEALTH CONDITIONS (D3=1)

#### D4 Do any of your conditions or illnesses reduce your ability to carry out day-to-day activities?

SINGLECODE.

Yes – a lot	1
Yes – a little	2
No	3
Prefer not to say	4

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D5 In the context of coronavirus (COVID-19), is anyone in your household considered high-risk? Please tick all that apply.

MULTICODE.

#### IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

Yes – me	1	
Yes – someone else in my household	2	
No	3	EXCLUSIVE
Don't know	4	EXCLUSIVE
Prefer not to say	5	EXCLUSIVE

D6 Have you been vaccinated against COVID-19?

SINGLECODE.

Yes – one dose	1
Yes – two doses	2
No	3
Prefer not to say	4

#### IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

#### D7 How would you best describe your sexual orientation?

SINGLECODE.

Heterosexual or straight	1
Gay or lesbian	2
Bisexual or pansexual	3
Other	4
Prefer not to say	5

#### IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

#### D8 **Do you regard yourself as belonging to any particular religion?** *MULTICODE.*

Christian (no denomination)	1
Christian (Roman Catholic)	2
Christian (Church of England/Anglican)	3
Christian (other denomination)	4
Hindu	5
Jewish	6
Islam/Muslim	7
Sikh	8
Buddhist	9
Other (non-Christian)	10
No religion	11
Prefer not to say	12

ASK ALL

D9 And would you be willing for IFF Research to re-contact you to invite you to help with the development of future COVID-19 School Snapshot Panel surveys? This would involve sense-checking future questions.

SINGLECODE.

Yes	1
No	2

ASK ALL

D10 Finally, if you have any questions about our new research panel, please contact James Taylor on schoolcollegepanel@iffresearch.com

FINAL SCREEN FOR ONLINE

On the behalf of the Department for Education and IFF Research, thank you very much for your time. Just to confirm, we'll be keeping your responses for future survey analysis. If you'd like a copy of your data, to change your data or for your data to be deleted then please go to <u>http://www.iffresearch.com/gdpr/</u> for more information.

You also have a right to lodge a complaint with the Information Commissioners Office (ICO) and you can do so by calling their helpline on 0303 123 1113.

# Appendix D. College leader recruitment email

Dear <NAMED PRINCIPAL>

The Department for Education needs your support to help with its new School and College Panel (SCP). The panel will be collecting regular information from leaders, teachers and tutors in schools and colleges to help the Department develop evidence-based policies to support schools, colleges and students as we recover from COVID-19.

Becoming a panellist involves completing a short (5 minute) registration survey to collect some details about your role and the college. At the end of the survey, we will also ask for assistance with providing details for a variety of tutors who teach 16-18-year-olds in your college to join the panel. After this, panellists will be invited to take part in twice-termly, short online studies on topical education issues.

Please click on the following link to register for the panel. If you would prefer to nominate another senior leader at the college to participate please email <u>schoolcollegepanel@iffresearch.com</u> with the name and email details of the new contact. IFF Research are the research company conducting the panel research on DfE's behalf.

#### <LINK TO LANDING PAGE>

Please be reassured that the panel database is owned by DfE and is used for research purposes only. All published data will be reported in aggregate form so you and your college will not be identifiable. Your answers will also not be shared with anyone else from your college. The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR). If you have any questions about the research, please contact Anya Karadia or Julia Rinne on 020 7250 3035 or email <u>schoolcollegepanel@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, please email Elizabeth Warren (elizabeth.warren@education.gov.uk) or Amy Philburn (<u>amy.philburn@education.gov.uk</u>).

Thank you in advance for your help with this important research project for the Department.

Kind Regards,

Loma Adams

Lorna Adams Project Director IFF Research

Vicky Petrie Chief Social Researcher Department for Education

# Appendix E. Survey invitation email (February wave)

#### Subject Line: Latest DfE School and College Panel Survey now open

Dear <CONTACT>,

Thank you very much for signing up to the Department for Education's School and College Panel, formerly known as the School Snapshot Panel. Your engagement in this panel is vital for the department to make effective policy decisions.

You can now take part in the latest School and College Panel Survey and continue to help DfE support education recovery. This survey asks for your views on a range of issues including pupil safeguarding, mental health support in schools and COVID-19 testing. It should take [IF TEACHER: less than 5 minutes] [IF LEADER: around 5-7 minutes] to complete.

Click the link below to take part:

<SURVEY LINK>

In line with the DfE's commitment to <u>reduce the burden on schools</u>, the survey only covers essential information that will be used to inform policy decisions.

The School and College Panel is being managed by IFF Research, an independent research agency, on behalf of the DfE. All the findings from the 2020-21 academic year have now been published on gov.uk: <u>School snapshot panel: COVID-19 - GOV.UK (www.gov.uk)</u>

Please be reassured that the findings are strictly confidential. Your personal details and those of your school will not be shared with anyone outside of IFF Research. The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR). Unless explicit permission is given by you, your name and contact details will be deleted 6 months after completion of this project. You have a right to have a copy of your data, change your data or withdraw from the research at any point. If you'd like to do this, please visit our website at: iffresearch.com/gdpr.

If you have any questions about the research, please contact the IFF Research team at <u>schoolcollegepanel@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Elizabeth Warren (<u>elizabeth.warren@education.gov.uk</u>). We very much hope you will be able to contribute to the research.

Kind Regards,

Loma Adams

Lorna Adams Director, IFF Research

Vicky Petrie Chief Social Researcher, Department for Education

# Appendix F. Sampling error for each survey wave

# Table 26. Sampling error in the School College Panel (SCP) for the October 2021survey

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All schools	811	±4.9%	±3.9%
All secondary schools	291	±8.1%	±6.5%
All primary schools	520	±3.3%	±4.9%
All teachers	1,077	±6.1%	±3.4%
All secondary teachers	527	±6.0%	±4.8%
All primary teachers	550	±5.9%	±4.7%

 Table 27. Sampling error in the SCP for the December 2021 survey

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All panel A schools	605	±5.6%	±4.5%
All panel B schools	622	±5.6%	±4.4%
All panel A secondary schools	210	±9.6%	±7.7%
All panel B secondary schools	236	±9.0%	±7.2%
All panel A primary schools	395	±3.3%	±2.7%
All panel B primary schools	386	±7.1%	±5.6%
All teachers	1,720	±3.3%	±2.7%
All secondary teachers	787	±4.9%	±4.0%
All primary teachers	933	±4.5%	±3.6%

### Table 28. Sampling error in the SCP for the February 2022 survey

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All panel A schools	655	±5.4%	±4.3%
All panel B schools	563	±5.8%	±4.7%
All panel A secondary schools	245	±8.9%	±7.1%
All panel B secondary schools	236	±9.0%	±7.2%
All panel A primary schools	410	±6.8%	±5.5%
All panel B primary schools	327	±7.7%	±6.1%
All panel A teachers (including all primary teachers)	1,250	±3.9%	±3.1%
All panel B teachers (including all primary teachers)	1,211	±4.0%	±3.2%
All panel A secondary teachers	387	±7.0%	±5.6%
All panel B secondary teachers	348	±7.4%	±5.9%
All primary teachers	863	±5.3%	±4.2%

### Table 29. Sampling error in the SCP for the March 2022 survey

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All panel A schools	500	±6.2%	±5.0%
All panel B schools	552	±5.9%	±4.7%
All panel A secondary schools	206	±8.9%	±7.1%
All panel B secondary schools	217	±9.7%	±7.7%
All panel A primary schools	294	±8.1%	±6.5%
All panel B primary schools	335	±7.6%	±6.1%
All panel A teachers	1,191	±4.0%	±3.2%
All panel B teachers	695	±5.3%	±4.2%
All panel A secondary teachers	310	±7.9%	±6.3%
All panel B secondary teachers	328	±7.7%	±6.1%
All panel A primary teachers	381	±7.1%	±5.7%
All panel B primary teachers	367	±7.2%	±5.8%

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All panel A schools	505	±6.2%	±4.9%
All panel B schools	512	±6.1%	±4.9%
All panel A secondary schools	196	±9.9%	±7.9%
All panel B secondary schools	209	±9.6%	±7.7%
All panel A primary schools	309	±7.9%	±6.3%
All panel B primary schools	303	±8.0%	±6.4%
All panel A teachers	644	±5.5%	±4.4%
All panel B teachers	734	±5.1%	±4.1%
All panel A secondary teachers	310	±7.9%	±6.3%
All panel B secondary teachers	341	±7.5%	±6.0%
All panel A primary teachers	334	±7.6%	±6.1%
All panel B primary teachers	393	±7.0%	±5.6%

### Table 31. Sampling error in the SCP for the June 2022 survey

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All panel A schools	508	±6.1%	±4.9%
All panel B schools	522	±6.1%	±4.9%
All panel A secondary schools	182	±10.3%	±8.2%
All panel B secondary schools	170	±10.6%	±8.5%
All panel A primary schools	326	±7.7%	±6.1%
All panel B primary schools	352	±7.4%	±5.9%
All panel A teachers	1,151	±4.1%	±3.3%
All panel B teachers	1,162	±4.1%	±3.3%
All panel A secondary teachers	617	±5.6%	±4.5%
All panel B secondary teachers	636	±5.5%	±4.4%
All panel A primary teachers	534	±6.0%	±4.8%
All panel B primary teachers	526	±6.0%	±4.8%

# Table 32. Sampling error in the School College Panel (SCP) for the June 2022Behaviour Wave survey

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All schools	786	±4.9%	±4.0%
All secondary schools	316	±7.8%	±6.2%
All primary schools	470	±6.4%	±5.1%
All teachers	1,079	±4.2%	±3.4%
All secondary teachers	551	±5.9%	±4.7%
All primary teachers	528	±6.0%	±4.8%

© IFF Research 2022

Reference: DFE- RR115a

ISBN: 978-1-83870-436-0

The views expressed in this report are the authors' and do not necessarily reflect those of the Department for Education.

Any enquiries regarding this publication should be sent to us at: <u>Omnibus.SURVEYS@education.gov.uk</u> or <u>www.education.gov.uk/contactus</u>

This document is available for download at <u>www.gov.uk/government/publications</u>