

Instructions for the parents' survey as part of the external school evaluation

Dear Sir / Madam,

On behalf of the Department of Education, Culture and Sport, every school in the Canton of Solothurn will be externally evaluated around every six years. The external school evaluation will monitor whether schools meet the elementary requirements, and the schools will receive feedback on their level of development.

The evaluation team will survey parents **in writing via a questionnaire, as well as verbally in group interviews:**

a) Written survey of parents (questionnaire)

- Please complete the questionnaire **online** if possible. This facilitates anonymous and efficient analysis. If you do not wish to or are unable to do this, please use the **paper questionnaire**.
- If you have more than one child, you may fill in one questionnaire per child if you wish.

Online survey (for computers, tablets and smartphones)	Paper survey
<ul style="list-style-type: none"> • The survey can be completed in 12 languages. • Go to the Internet address printed on the paper questionnaire, and enter your access code in the field "TAN/password". • Answer the questions and finalise the questionnaire by clicking on "send". • Dispose of the paper questionnaire. 	<ul style="list-style-type: none"> • Please use a thin, dark pen to complete the questionnaire. • We would ask you to give the completed questionnaire to your son/daughter to bring into school, unfolded and sealed in the envelope, with no indication of your name. • The teaching staff will collect the sealed envelopes and pass them unopened to the evaluation team.

b) Verbal survey of parents (parent interviews in groups)

Verbal parent interviews will take place to complement the questionnaire survey. These will serve to find out the opinions of parents in more depth and to help to better understand the results of the written survey. It is therefore important that a sufficient number of parents are available for an interview. We would therefore ask you to apply for one of the group interviews using the enclosed registration form.

We would like to thank you for your cooperation.

Yours faithfully,

Specialist department for school evaluation, PH FHNW