



# Appendix A: 4 Program Evaluation Tools

## PRE/POST PROGRAM EVALUATION SURVEY

Date: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Parent's full name: \_\_\_\_\_  
 Child's full name: \_\_\_\_\_

For Office use:	
Survey type: Pre	<input type="checkbox"/>
Post	<input type="checkbox"/>

Your response will help us evaluate the effectiveness of our program. Please answer as truthfully as possible. Thank you for your input.

### 1. Please circle the child's current level of independence in completing the following tasks:

Evaluation Scale:

1 - Adult does for child ←-----→ 10 - child does on their own

Separates from a parent without getting upset	1	2	3	4	5	6	7	8	9	10
Follows simple rules and directions	1	2	3	4	5	6	7	8	9	10
Seeks out and maintains ongoing social interaction with at least one other child	1	2	3	4	5	6	7	8	9	10

### 2. Please circle your current level of knowledge on the Canadian School System:

Evaluation Scale:

1 – I don't know anything about this topic ←-----→ 10 – Very Knowledgeable

Importance of parent involvement/ways to get involved in your child's school	1	2	3	4	5	6	7	8	9	10
Kindergarten Curriculum	1	2	3	4	5	6	7	8	9	10
Getting support for your child so he/she can succeed in school (eg. Special needs, settlement worker, ESL, etc)	1	2	3	4	5	6	7	8	9	10

**Thank you for your response!**



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## Parent Evaluation Focus Group Questions

**Date:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Number of parents present** \_\_\_\_\_ **Number parents absent** \_\_\_\_\_

Ready for School Connects asks for feedback from parent participants in order to see how we are doing and to improve our programs. Your opinions and feelings are important to us and will be kept anonymous. We welcome all comments.

1. Can you comment on the program location? (Probe: accessibility, amount of space) Program Hours?
2. Any comments about the RfSC program staff? (Parents are to **only** comment on **program leaders, childcare staff, volunteers and program supervisor**; they will have an opportunity to comment on Workshop facilitators in the next question. (probe: knowledge, support)
3. What did you find most valuable about the Parent Workshops? (Refer to displayed workshop list) What would you have liked to learn more about?
4. What did your child enjoy most about the children's program? (Refer to displayed children's activity list)





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## Partners Survey

Evaluation is an important part of RfSC. Each year we use the feedback we receive from parents, staff and community partners to make improvements to the RfSC program. Please take a few minutes to answer the following questions. Feel free to call me if you would rather give feedback over the phone. Thank you for your help!

Overall, what was your experience with Ready for School Connects?

Prior to the program start, what information did you have to understand the program, your role and responsibilities? What additional information would you have liked to have?

How was the communication between RfSC and your agency?

What feedback did you receive from parents that attended, if any?

Please list your program partners? What relationships/partners were crucial to your program's success?

What challenges did you experience as a partner? What supports/resources could have addressed these?

What can we improve for next year?

What is your dream/vision for RfSC?

Other comments, questions or concerns?

**Thank you for your feedback!**



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## Staff Focus Group Questions

Evaluation is an important part of RfSC. Each year we use the feedback we receive from parents, staff and community partners to make improvements to the RfSC program. Thank you for your help!

### Training:

1. How did the training prepare you for your role as Program Leader or Program Supervisor in RfSC? Was the training period and content adequate?
2. How were your skills and training utilized in the program?
3. What suggestions do you have for next year with respect to training and preparing staff for the delivery of the program?
4. What was the most valuable part of the Staff Training Toolkit and what would you add?

### Questions related to the children:

5. Based on your interactions with and observations of the children in the program, what was the most important thing you think the children learned?
6. In which skill area did you see the greatest challenge or impact of the program: independence, communication or social skills?
7. How can the program change to increase independence, communication and social skills?
8. Based on your interactions with and observations of the children in the program, what is the most useful part of the program?



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## Questions related to parents:

9. What opportunities were presented for you to interact with the parents in order to offer feedback, support and/or advice during the program? How can we improve in this area?
  
10. What suggestions do you have about the parent component of the program (i.e. workshop topics, facilitators, staff led workshops, etc.)
  
11. Did parents ask you for help finding resources? What referrals did you make to other programs and services? What was the most common request? Did you feel prepared for this role?
  
12. Based on your interactions with and observations of parents what is the most useful part of the program for parents?

## Community partners:

13. How was your experience with our community partners (i.e. schools, community agencies, guest speakers)? Were there any difficulties with communication?
  
14. Do you have feedback you would like us to relay to them?

## Overall Comments:

15. What was the most outstanding moment for you?
  
16. Other comments?

**Thank you for your feedback!**