



## LEARNING OUTSIDE THE CLASSROOM HERITAGE SECTOR PARTNERSHIP Written Materials EVALUATION FORM

Thank you for agreeing to complete this short evaluation form.

In 2009, the Learning Outside the Classroom Heritage Sector Partnership (HSP) received a small amount of funding to produce some written resources to help heritage organisations with small scale or developing learning services to:

- Improve their understanding of the Quality Badge Self Evaluation Form (SEF) and the Quality Indicators in order to effectively review their learning services within the Quality Badge framework
- Develop learning provision at their organisation and feel more confident about applying for the Quality Badge.

The written resources produced included:

- Glossary of Terms & Case Studies (Applying for the Quality Badge)
- Guidance Notes & Example Materials (Developing learning services at your organisation)

All the resources are hosted on the GEM website -

[http://www.gem.org.uk/lotc/lotc\\_resources/lotc\\_res\\_menu.html](http://www.gem.org.uk/lotc/lotc_resources/lotc_res_menu.html)

We hope that you have had the opportunity to explore and use these resources and we would greatly appreciate your feedback on how appropriate they were to your needs and how useful you have found them.

By taking the time to answer the questions below, you will help us to evaluate the effectiveness of the resources and identify ways in which we can develop and enhance our support for heritage learning.

Please feel free to forward it on.

The results of this evaluation will be included in a report to the Council for Learning Outside the Classroom. Your responses will be confidential. Quotes may be used but will not be attributable.

### Returning your form

Once you have completed the form, please send it to Fenella Hunt, LOtC HSP Coordinator. The deadline for returning your completed evaluation form is **Friday 29 January 2010**.

**Email to:** fenellahunt@gem.org.uk

**or post to:** Fenella Hunt  
GEM, 54 Balmoral Road, Gillingham, Kent, ME7 4PG

**or fax to:** 01634 853 424

**Please turn over to complete the evaluation form.**

# BACKGROUND INFORMATION

Name: ..... Job title: .....

Organisation: .....

Please tick the box(es) below which best describe(s) your organisation:

- |                       |                          |                                   |                          |
|-----------------------|--------------------------|-----------------------------------|--------------------------|
| Archive               | <input type="checkbox"/> | Industrial/maritime heritage site | <input type="checkbox"/> |
| Historic house/castle | <input type="checkbox"/> | Historic park/garden              | <input type="checkbox"/> |
| Library               | <input type="checkbox"/> | Ancient monument                  | <input type="checkbox"/> |
| Museum                | <input type="checkbox"/> | Gallery                           | <input type="checkbox"/> |
| Botanic Garden        | <input type="checkbox"/> | Other (please specify)            | <input type="checkbox"/> |

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Please tick the box(es) below which best describe(s) your organisation:

- |                 |                          |                  |                          |                        |                          |
|-----------------|--------------------------|------------------|--------------------------|------------------------|--------------------------|
| Local authority | <input type="checkbox"/> | University       | <input type="checkbox"/> | Historic Scotland      | <input type="checkbox"/> |
| Independent     | <input type="checkbox"/> | English Heritage | <input type="checkbox"/> | Cadw                   | <input type="checkbox"/> |
| National        | <input type="checkbox"/> | National Trust   | <input type="checkbox"/> | Other (please specify) | <input type="checkbox"/> |

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- |            |                          |                             |                          |
|------------|--------------------------|-----------------------------|--------------------------|
| Regimental | <input type="checkbox"/> | National Trust for Scotland | <input type="checkbox"/> |
|------------|--------------------------|-----------------------------|--------------------------|

Is your position paid  or voluntary ?

Do you have an educational remit as part of your position? **Yes / No**

If **yes**, please indicate how long is dedicated to learning work?

Less than 1 day/week  1-2 days/week  3-4 days/week  Fulltime

Do you consider yourself to be a museum/gallery/heritage education specialist? **Yes / No**

Please tick the box(es) below to indicate how you found out about the written materials?

- |           |                          |   |                          |                        |                          |
|-----------|--------------------------|---|--------------------------|------------------------|--------------------------|
| BGEN      | <input type="checkbox"/> | GEM eNews   | <input type="checkbox"/> | English Heritage       | <input type="checkbox"/> |
| ASDC      | <input type="checkbox"/> | GEM JISCmail  | <input type="checkbox"/> | National Trust         | <input type="checkbox"/> |
| HEREC     | <input type="checkbox"/> | Heritage Education Group                                | <input type="checkbox"/> | Subject Association    | <input type="checkbox"/> |
| Culture24 | <input type="checkbox"/> | Heritage Link   | <input type="checkbox"/> | Engaging Places        | <input type="checkbox"/> |
| AIM       | <input type="checkbox"/> | Archives for Education & Learning Group                 | <input type="checkbox"/> | CABE                   | <input type="checkbox"/> |
| Plantnet  | <input type="checkbox"/> | HSP Network   | <input type="checkbox"/> | HLF                    | <input type="checkbox"/> |
| MLA       | <input type="checkbox"/> | Kent Museums Group                                      | <input type="checkbox"/> | EPE                    | <input type="checkbox"/> |
| HHA       | <input type="checkbox"/> | Association of Senior Children and Education Librarians | <input type="checkbox"/> | Other (please specify) | <input type="checkbox"/> |

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# QUESTIONS

## HOW TO COMPLETE THIS FORM

The questions below are divided into four sections, so that you can provide feedback only on those resources that you have used or explored. So, if you would like to provide feedback on:

- the Glossary of Terms - complete **Section A**
- the Case Studies - complete **Section B**
- the Guidance Notes - complete **Section C**
- the Example Materials - complete **Section D**

You can complete more than one section.

Once you have completed the relevant sections, all respondents are asked to complete the final section of the form, entitled **General Questions**.

### SECTION A (Glossary of Terms)

1) How easy was it to use the Glossary of Terms?

impossible  not very easy  easy  very easy

If you have answered **impossible** or **not very easy** above, please explain why?

### As a result of using the Glossary of Terms:

2) Do you have a better understanding of the Quality Indicators which make up the Self Evaluation Form (SEF)?

not at all  a little  quite a lot  a lot

### SECTION B (Case Studies)

3) How easy was it to use the Case Studies?

impossible  not very easy  easy  very easy

If you have answered **impossible** or **not very easy** above, please explain why?

### As a result of using the Case Studies:

4) Do you have a better understanding of how the Quality Indicators relate to practice?

not at all  a little  quite a lot  a lot

5) Do you feel better able to use the SEF to review practice at your organisation?

not at all  a little  quite a lot  a lot

6) Do you feel able to identify aspects of your learning service that are strong and/or in need of development?

not at all  a little  quite a lot  a lot

7) Have you gained new ideas for developing learning services at your organisation?

not at all  a little  quite a lot  a lot

8) Do you feel inspired to develop learning services at your organisation?

not at all  a little  quite a lot  a lot

### SECTION C (Guidance Notes)

9) How easy was it to use the Guidance Notes?

impossible  not very easy  easy  very easy

If you have answered **impossible** or **not very easy** above, please explain why?

### As a result of using the Guidance Notes:

10) Do you feel your understanding of good quality learning provision has been enhanced?

not at all  a little  quite a lot  a lot

11) Have you gained new ideas for developing learning services at your organisation?

not at all  a little  quite a lot  a lot

12) Do you think you have gained new skills in developing learning services at your organisation?

not at all  a little  quite a lot  a lot

13) Do you feel you have more confidence to develop learning services at your organisation?

not at all  a little  quite a lot  a lot

14) Do you feel inspired to develop learning services at your organisation?

not at all  a little  quite a lot  a lot

### SECTION D (Example Materials)

15) How easy was it to use the Example Materials?

impossible  not very easy  easy  very easy

If you have answered **impossible** or **not very easy** above, please explain why?

### As a result of using the Example Materials:

16) Do you think you have a better understanding of how learning services are delivered in other heritage organisations?

not at all  a little  quite a lot  a lot

17) Have you gained new ideas for developing learning services at your organisation?

not at all  a little  quite a lot  a lot

**18)** Do you feel inspired to develop learning services at your organisation?

not at all           a little           quite a lot           a lot

**19)** Do you think you have more confidence to develop learning services at your organisation?

not at all           a little           quite a lot           a lot

## **GENERAL QUESTIONS**

**20)** As a result of using the written resources described above have you:

**Yes   No**

- |   |                          |                          |
|---|--------------------------|--------------------------|
| a) Reviewed your learning services              | <input type="checkbox"/> | <input type="checkbox"/> |
| b) Changed any aspect of your learning services | <input type="checkbox"/> | <input type="checkbox"/> |
| c) Decided to apply for the Quality Badge       | <input type="checkbox"/> | <input type="checkbox"/> |
| d) Applied for the Quality Badge                | <input type="checkbox"/> | <input type="checkbox"/> |

**21)** As a result of using the written resources described above how positive do you feel about applying for the Quality Badge?

not at all           a little           quite a lot           a lot

**22)** As a result of using the written resources described above how confident do you feel about applying for the Quality Badge?

not at all           a little           quite a lot           a lot

**23)** Are there any other ways in which the Heritage Sector Partnership can help you with regard to Learning Outside the Classroom and the Quality Badge?

**If you have any other comments, please write these in the box below.**

Thank you for completing this evaluation form.