**The Blessed Edward Bamber Catholic Multi Academy Trust Employee Exit Questionnaire**

Completing this questionnaire is entirely voluntary. It is important to us to understand why employees leave the Trust. The information provided is used to help build on good employment practices and to highlight and address areas where the Trust could improve.
***The answers given will be treated in confidence.*** Completed forms to be sent to HR@bebcmat.co.uk
Some responses are needed to provide statutory statistical data to the Department of Education.

| **Question** | **Notes** |
| --- | --- |
| 1. **Employee’s name:**
 |  |
| 1. **School or location of role:**
 |  |
| 1. **Job Title:**
 |  |
| 1. **Line Manager or person completing the form:**
 |  |
| 1. **Date of leaving:**
 |  |
| 1. **Date of starting with school:**
 |  |
| 1. **Why have you decided to leave?**

*Please circle all that apply* | Location | Lack of job satisfaction | Return to full time education |
| Take time out for family | Inadequate training or development | Moving out of area/location |
| Promotion/development opportunity in another organisation | Little opportunity to use my skills and abilities | Salary improvement |
| Personal circumstances | Poor communication from senior leaders | Poor communication from the wider Trust |
| Lack of job security | Poor working conditions and facilities | Work too stressful |
| Work environment | Limited promotion prospects | Work not challenging enough |
| Work relationships | Poor management style | Inadequate benefits (holidays etc) |
| Other – *please specify:* |
| 1. **Where are you going:**
 |  |
| 1. **What type of organisation are you going to:**

*Please circle your answer* | Another school in a different local authority | Another school in the same local authority |
| Further study/education | Self Employment |
| Not working | Public sector |
| Private sector | Other – please specify |
| 1. **What attracted you to work in this role:**
 |  |
| 1. **How do you feel the school/academy has made use of your particular skills and experience:**

*Please tick one option* | Under-used |  |
| Satisfactorily used |  |
| Over-used |  |
| 1. **Do you feel you have had adequate training and development opportunities:**
 |  |
| 1. **How helpful was your last appraisal:**

*Please circle your answer* | Very | Fairly | Not at all | Not had one |
| 1. **How satisfied are you with the way you have been managed:**

*Please circle your answer* | Very satisfied | Satisfied | Dissatisfied | Very dissatisfied |
| 1. **At what level do you consider morale to have been in your academy/school prior to your resignation?**

*Please circle your answer* | Very high | High | OK | Low | Very low |
| 1. **Have you ever personally experienced any form of unfair discrimination, harassment, oppressive practice or bullying towards staff / visitors / pupils or parents:**
 | YES / NO |
| 1. **Have you ever witnessed any form of unfair discrimination, harassment, oppressive practice or bullying towards staff / visitors / pupils or parents:**
 | YES / NO |
| *If your answer to questions 16 and 17 is “YES”, you are asked to detail further on the comments page, including;** *Whether you reported the matter and if not, why;*
* *To whom you reported the matter;*
* *Whether, in your view, the matter was satisfactorily resolved;*
* *Whether you would like to discuss the matter further, in confidence.*

*Please ensure any outstanding issues are raised with either your line manager or Human Resources* |
| 1. **Do you feel that the Blessed Edward Bamber Catholic Multi Academy Trust is a positive ‘Work-life-balance employer:**
 | YES / NO |
| 1. **Would you consider working for the same school again in the future:**
 | YES / NO |
| 1. **Would you consider working for the Blessed Edward Bamber Catholic Multi Academy Trust again in the future:**
 | YES / NO |
| 1. In terms of your experiences what three things would you like to see changes or improved within the Trust?

1.2.3. |
| **COMMENTS** |
| ***The information you provide will be treated in confidence. Your anonymised answers will be reviewed by the Trust to obtain valuable feedback whilst reviewing the schools and practices within the Trust.******Please indicate if you are happy for this information to be shared with your school’s leaders:*** YES / NO |