

To administer the PaCS at St Joseph's School,
Kununurra in 2026:
Parents go to www.NSIPartnerships.com.au
and enter the code SJKparents26
in the Start Questionnaire field



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Parent and Caregiver Survey (PaCS) – Parent & Caregiver Voice

Administration of the PaCS

We recommend that administration of the PaCS takes place after parents have had time to experience the school.

Before parents and caregivers respond to the survey we advise that the following information be relayed:

- Explain that this survey is to find out about the climate at THIS school.
- Stress the importance of the survey as an opportunity for parents to tell the school staff how things are going for them and their children.
- Let the parents know that the school values their feedback and will try to respond to the information that they provide.
- Explain that the feedback does NOT include the data of individuals; rather, feedback involves a graph based on feedback from all parents. To ensure anonymity, aggregated scores are not provided for groups of less than four parents.
- Let parents know that it is their impressions that you are seeking. There are no right or wrong answers.
- Explain that the response format requires parents to consider how often each statement takes place in terms of: Almost Never, Rarely, Sometimes, Often and Almost Always.

An information sheet is provided on the following page (which is also included in the introduction to the online survey) that can be provided to parents.

Advertising the survey and reminding parents to complete it will be important to ensure that the response rate is maximised. This is the school's responsibility. We suggest that the school consider using a range of media, including newsletters and social media.

Coordinators will be able to view the number of respondents through the survey portal (see the manual for instructions). Once reminders have been sent to parents (at least two) and saturation has been reached (e.g. no more responses have been received for at least one week) the survey should be closed.

RESOURCES AVAILABLE

You can access the School Climate companion and other helpful resources at:

Website: <http://www.nsipartnerships.com.au/cewa/>

Password: CEWA

When your school has finished administering the PaCS
please email our team at NSITeam@NSIPartnerships.com.au to have the survey closed.



Curtin University





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Dear Parent/Caregiver,

We are currently collecting information to help us make informed decisions about how we can improve our school. The aim of this process is to build and maintain a positive school climate in which your child/children will flourish. To help us in our efforts, we are inviting you to respond to the Parent and Caregiver Survey (PaCS), developed at Curtin University. Your response will provide us with the information and foundational focus points that we will use in planning our school improvement efforts.

Your confidentiality

To protect your confidentiality, the PaCS is completely anonymous, there are no names attached to the data and there is no way for us to access your individual response. All responses go directly to NSI, where the results are analysed and aggregated into feedback reports. NSI is bound by a Code of Ethics and follows strict professional conduct.

Use of the data

NSI will aggregate all responses and provide us with a comprehensive feedback report. To enable us to target our decision-making, we may be provided with information based on your background information (e.g., are you the mother, father or caregiver). To protect your anonymity, we will only be provided with this information when responses from four or more people fall within any given category.

How to complete the survey

Using the information at the top of this page, you will be taken to our school's PaCS where you will be asked to respond to statements that ask about your perception of different aspects of the school climate. These statements are about practices that may take place in our school, and we ask that you indicate how often you feel each statement takes place. All statements require your response.

If you have more than one child at the school, we ask that you consider responding more than once as our students often have different experiences at school when compared to their siblings. The PaCS will ask you to indicate whether you are responding once for all of your children or if you are responding separately for each child. If you decide to respond once for all your children, you will not be asked to tell us what year level each child is in.

If you require more information or have any questions, please don't hesitate to contact us or the NSI Team.

Email: NSITeam@NSIPartnerships.com.au

Your time and consideration are appreciated and we look forward to working with you to improve our school.

