**Employee Exit Questionnaire**

We welcome your feedback. Please answer honestly so we can improve practices, policies, procedures etc where required. Your answers will remain confidential.

**Key 1 Strongly agree 2 Agree 3 Neutral 4 Disagree 5 Strongly disagree**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Issue** | **1** | **2** | **3** | **4** | **5** | **N/A** | **Comments** |
| You always felt respected and valued by team members |  |  |  |  |  |  |  |
| Your immediate manager always acted professionally |  |  |  |  |  |  |  |
| Your specific skills and strengths were used at the service eg  to develop the curriculum |  |  |  |  |  |  |  |
| You felt free to suggest new ways to do things |  |  |  |  |  |  |  |
| Your ideas were discussed and/or acted on |  |  |  |  |  |  |  |
| Your training needs were adequately identified |  |  |  |  |  |  |  |
| You provided input into your training needs |  |  |  |  |  |  |  |
| You had a training plan that was properly implemented |  |  |  |  |  |  |  |
| You received adequate coaching from more experienced  Staff eg Room Leader/Educational Leader |  |  |  |  |  |  |  |
| You were adequately supported when you needed help eg  with children’s behaviour? Please comment on any issue  where you did not feel supported |  |  |  |  |  |  |  |
| Your specific duties were clear eg in a position description |  |  |  |  |  |  |  |
| Service policies and procedures provided adequate guidance  on work practices |  |  |  |  |  |  |  |
| You always knew where to find policies, procedures,  Regulations, EYLF/MTOP etc |  |  |  |  |  |  |  |
| Grievances were managed professionally and in line with  Service procedures |  |  |  |  |  |  |  |
| Your wishes about room and team preferences were  considered (even if not always followed) |  |  |  |  |  |  |  |
| Your long term goals were considered eg during your  performance appraisal/development of your training plan? |  |  |  |  |  |  |  |
| You would recommend the service as a great place to work |  |  |  |  |  |  |  |
| You would recommend the service to family and friends  looking for child care |  |  |  |  |  |  |  |

Thank you. If you’d like to make any further comments please do so below.

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