



## Reminder re online Compliance Survey on Guidance

### The Principal

08<sup>th</sup> September 2017

Dear Principal,

In June, the Department sent you advance notice of a survey of all post-primary schools to learn how schools are complying with the requirements regarding Guidance set out in circulars 01/2016, 02/2016 and 03/2016. This letter is to remind you that the final date for the completion of this questionnaire is **26 October 2017**.

### The purpose of this survey

In Budget 2012 schools were required to make provision for guidance from their main staffing allocation. Recent budgetary measures have been intended to restore posts lost in 2012, commencing with an additional allocation to guidance set out in circulars 01/2016, 02/2016 and 03/2016. This was intended to allow each school to determine how best to allocate the additional resource it receives to complement existing resources in order to best meet the guidance needs of the school in line with the school's guidance plan. While there is evidence that some schools sustained a high percentage of provision for guidance throughout recent years, the purpose of this survey is to compile accurate information about the use of the full allocation to guidance in post-primary schools and specifically to learn about how the additional resource made available in Budget 2016 has been deployed.

### Preparing for the survey

The survey requires some preparation on the part of the school to gather relevant information and, for that reason, the survey questions have been available on the NCGE website at <http://www.ncge.ie/school-guidance-compliance-return/> since June, together with a guide to completing the survey. NCGE staff are also available to provide advice and support during this preparation phase.

### Completing the survey

The on-line survey is available on the Department's website. Please copy and paste the link below into your browser to access it. Clear advice on how to complete the survey is provided in the online welcome note on the survey's webpage. Where the appropriate preparatory work has been done, it should take about ten minutes to complete the survey.

1. Log on to <http://www.education.ie/en/Schools-Colleges/Services/Surveys/School-Guidance-Compliance-Return.html>
2. Please provide the following username and password when requested. Please note that these are case sensitive.

**Username:**

**Password:**

3. Please ensure that the survey is completed by close of business on **26 October 2017**.

Thank you for taking the time to complete this survey. The information it provides will be used to inform policy development. It will also provide baseline data for a second survey, to be conducted at the end of the 2017-2018 school year, which will focus on the use of improved resource provision for the Whole School Guidance Plan as detailed in circulars 10/17, 11/2017 and 12/17.

---

Eamonn Moran  
Principal Officer