

Technical Report for the COVID-19 School Snapshot Panel

Technical report

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Overview

The Department for Education launched the COVID-19 School Snapshot Panel (SSP) in late 2020. The aim was to provide rapid feedback on issues affecting schools during the COVID-19 pandemic, and in turn, help shape the Department's policies during this critical time. School leaders and teachers that agreed to join the panel have been invited to take part in a series of short (5-7-minute) online surveys every 2-4 weeks since early February 2021.

This technical report covers:

- The methodology used to recruit panellists;
- The process through which the panel surveys are developed;
- The approach taken to data cleaning and analysis;
- The response rate to the initial recruitment exercise and the subsequent surveys; and
- How the data has been weighted to be representative of the school and teacher populations.

Methodological overview

The research was structured in two broad phases:

- Phase 1 the recruitment survey: selected school leaders and teachers were invited to a 2-3-minute registration survey, covering key demographic factors such as job role and COVID-19 vulnerability. Leaders and teachers were sampled from the 2019 Schools Workforce Census (SWFC) database.
- Phase 2 the panel surveys: once registered, panellists have been invited to complete short (5-7-minute) online surveys. These surveys have run every 2-4 weeks.

Participants that joined the panel signed up to be invited to surveys on an ongoing basis for up to two years. Participation is voluntary, and participants can leave the panel at any time.

Table 1 shows the fieldwork dates for each phase of the panel, as well as the fieldwork reference period for each survey, regarding the situation with school closures at the time of fieldwork.

Table 1 Phases of the COVID-19 School Snapshot Panel (SSP)

Phase	Wave	Fieldwork period	Fieldwork reference
Phase 1	Recruitment wave	10 December 2020 – present ¹	N/A
Phase 2	Early February (Wave 1)	3 February – 10 February 2021	Period following school closures on 5 January
Phase 2	Late February (Wave 2)	24 February – 3 March 2021	Period following school closures on 5 January
Phase 2	March (Wave 3)	19 – 26 March 2021	Period following school reopening on 8 March
Phase 2	April (Wave 4)	21 – 28 April 2021	Period following school reopening on 8 March
Phase 2	May (Wave 5)	12 – 19 May 2021	Period following school reopening on 8 March
Phase 2	June (Wave 6)	16 – 23 June 2021	Period following school reopening on 8 March
Phase 2	July (Wave 7)	1 July – 8 July 2021	Period following school reopening on 8 March

¹ The panel recruitment phase remained open throughout the spring and summer 2021 terms. A panel refresh (where new sample is drawn and recruited) was then carried out in summer 2021, to build a panel of leaders and teachers that can participate in alternate waves of the survey for the academic year 2021/22.

Measuring changes over time

The Department is interested in tracking changes in leaders' and teachers' opinions over time, so some questions in the School Snapshot Panel are repeated across waves.

Additionally, before the School Snapshot Panel, the Department used to collect evidence from school leaders and teachers on a range of topical issues in education via:

- The School Snapshot Survey (Winter 2017 Summer 2020). This was a biannual survey of leaders and teachers.² The survey adopted a random sampling approach to select schools from the eligible population.³ Roughly 800 leaders and 1,000 teachers took part in the survey each wave.
- The DfE Panel of School Leaders and Teachers (July, September and December 2020). This was a panel of roughly 3,500 leaders and teachers developed from the School Snapshot Survey. Participants who took part in the Winter 2018, Summer 2019 and Winter 2019 waves of the School Snapshot Survey were invited to be part of the panel.⁴

The difference in sampling methodology between the School Snapshot Panel and the two data sources highlighted above means that caution should be taken when comparing results from School Snapshot Panel questions with those from the School Snapshot Survey and the Panel of School Leaders and Teachers.

For instance, the sampling frame for the School Snapshot Survey (and hence the DfE Panel of School Leaders and Teachers) was the Get Information About Schools (GIAS) database – a publicly available register of schools and colleges in England. The School Snapshot Panel, on the other hand, uses the Schools Workforce Census (SWFC) – a statutory data collection exercise that takes place each autumn with schools.

² School snapshot survey: summer 2019 - GOV.UK (www.gov.uk)

³ Mainstream local authority-maintained and academy schools, in primary and secondary settings.

⁴ Some participants involved in the DfE's Panel of School Leaders and Teachers may have been invited to join the School Snapshot Panel. If they agreed, they were subsequently removed from the Panel of School Leaders and Teachers.

Panel recruitment survey: sampling

The leaders and teachers that were invited to take part in the School Snapshot Panel were selected using the 2019 Schools Workforce Census database. The aim of the recruitment phase was to establish a panel of roughly 3,200 - 4,000 leaders and teachers in mainstream schools in England. The targets for each group, broken down by phase, are presented in Table 2.

Level	Primary schools Secondary schools ⁵		Total
Leader	800 – 1,000	800 – 1,000	1,600 – 2,000
Teacher	800 – 1,000	800 – 1,000	1,600 – 2,000
Total	1,600 – 2,000	1,600 – 2,000	3,200 – 4,000

Table 2 Targets for the recruitment phase of School Snapshot Panel (SSP)

A panel of this size enables the Department to collect robust evidence from leaders and teachers throughout a rapidly changing period for schools, and allows for attrition across waves of the survey (i.e., the gradual loss of responses from a sample over time) while maintaining reliable results.

Further, a panel of this size enables comparative analysis between sample groups by phase and level, along with other key comparative groups, including:

- Free School Meal (FSM) quintile;
- Academy status;
- Region; and
- Ofsted rating.

The targets above were set to aim for an equal mix of leaders and teachers by phase. For secondary leaders, all secondary schools were sampled and a response rate of around 25% would have been required to achieve our minimum target of recruiting 800

⁵ Middle deemed primary (6) and middle deemed secondary (96) schools were assigned respectively to primary and secondary school categories. There are 158 all-through schools which were grouped with secondary schools for the purpose of the panel. Relative to the overall population, these schools make up a minority of the total eligible population.

secondary leaders. For other groups, a 15% response rate was assumed for the recruitment phase.

Connected to this, due to the smaller secondary leader population, a top-up recruitment exercise was conducted with this group in March and April 2021. This was achieved by switching the secondary leader contact at each school that did not respond in the first round of recruitment (e.g., recruiting the school's assistant headteacher if the school's headteacher did not respond).

Drawing school leader sample

Leader contacts were selected from the population of eligible schools. Table 3 below shows the total population of eligible schools, split by phase and academy status.

Academy status	Primary schools	Secondary schools	Total	
Academy	ademy 6,063 2,633		8,696	
Non-academy	10,731	761	11,492	
Total	16,794	3,394	20,188	

Table 3 Eligible population of schools

To achieve the target number of completes, all secondary schools were selected. For primary leaders, half were selected from academies, half from non-academies, to achieve a roughly even number of completes from both groups (see Table 3).

Table 4 Sample drawn from the 2019 SWFC for leader recruitment

Academy status	Primary schools	Secondary ⁶ schools	Total
Academy	3,500	2,633	6,133
Non-academy	3,500	761	4,261
Total	7,000	3,394	10,394

Once schools were drawn to the above specification from the 2019 SWFC, one leader from each school was selected at random, across a range of leader types. The leader types for inclusion in the panel surveys were:

- Headteacher;
- Assistant headteacher; and
- Deputy headteacher.⁷

A simple random sample within each school was conducted, meaning any of the above leader types could be drawn from each school. This approach was adopted to be representative of the school leader population as a whole.

⁶ All eligible sample in these school types was drawn during the recruitment phase of the study, meaning, in effect, a census of these school types was conducted.

⁷ Leading practitioners were classed as in a leadership role in the Early February SSP survey, but from the Late February survey onwards, they were reassigned to teacher status. Due to the relatively small number of leading practitioners in the sample, this has not made a significant difference to the findings between waves.

Drawing classroom teacher sample

Teachers were drawn from the total population of teachers in the 2019 SWFC. This means that schools selected for the leader element may or may not have been drawn for the teacher element. Some schools had no teachers selected, whereas other schools had one or multiple teachers drawn.

To achieve the targets presented in Table 2, the following number of teachers were drawn from the SWFC, based on an estimated 15% response rate. Within each of the four categories (primary academy, primary non-academy, secondary academy, secondary non-academy), a random sampling approach was adopted, with every individual within each of the four groups having an equal chance of being selected.

Academy status	Primary schools	Secondary schools	Total
Academy	3,500	5,000	8,500
Non-academy	3,500	2,000	5,500
Total	7,000	7,000	14,000

Table 5 Sample drawn from the 2019 SWFC for teacher recruitment

Again, the selection by school type for secondary teachers is not equal across academy status given the low number of secondary non-academies in the population. Due to incomplete SWFC data, no additional stratification for teachers by Key Stage (primary) or Subject Area (secondary) was undertaken – questions covering these topics were asked during the recruitment survey.

Panel recruitment survey: exclusions

As with previous research undertaken for the Department with school leaders and teachers in mainstream primary and secondary settings, the following school types were excluded from the panel:

- Special schools;
- Post-16 providers;
- Pupil Referral Units (PRUs) / Alternative Providers (APs);
- Nurseries (only); and
- Independent/non-maintained schools.

The above school types were excluded because the questions in the COVID-19 School Snapshot Panel are aimed at schools that are funded by the local authority (local authority-maintained schools) or directly by government (academies). The questions covered in the surveys are aimed at mainstream schools, meaning they would not necessarily be suitable for the above school types.

Panel recruitment survey: fieldwork

Fieldwork for the panel recruitment phase was launched in mid-December 2020 and remains ongoing. The process for the recruitment exercise was as follows:

- E-mail invitations were sent to central school email addresses (e.g., <u>info@primaryschool.org</u>). The email was to be forwarded to the relevant leader or teacher to complete the online survey (December 2020).
- Reminder email(s) were sent to non-responding leaders and teachers via the central school email address (December 2020).
- Reminder letters were sent to all non-respondents (January 2021).
- Due to the relatively low response to the reminder letter, DfE sent a follow-up reminder email to all non-responding leaders and teachers via the central school email address (January 2021).

A copy of the initial recruitment invitation email can be found in Appendix A, and the reminder email and post-to-web letter in Appendices B and C respectively.

Panel recruitment survey: survey coverage

The recruitment survey collected key information about leaders, teachers and their schools, alongside personal contact information (email address and phone number) to enable alternative ways of contact for future panel surveys. To determine the focus of the recruitment survey, an audit of existing information was conducted.

The SWFC database contains key demographic information, including leaders' and teachers':

- Age;
- Gender;
- Ethnicity; and
- Qualification date.

The Get Information About Schools database includes key school-level information such as:

- Ofsted rating;
- School size (i.e., number of pupils);
- Percentage of pupils entitled to Free School Meals; and
- Gender type (of pupils).

The recruitment survey focused on variables not covered or out-of-date in the above databases, including:

- Job role;
- Length of time in current role;
- Key Stage taught (teachers only);
- Subject area taught (secondary teachers only);
- Disability status; and
- COVID-19 vulnerability (diagnosis, risk etc.).

Although factors like subject area are collected in the 2019 SWFC, the COVID-19 Snapshot Panel was used to verify these variables or plug gaps in existing datasets. Connected to this, some information in the SWFC database, such as leaders' and teachers' job role, may have been out of date by the point at which they were recruited to the panel. This led to some movement between leader and teacher status during the recruitment phase, although where leaders and teachers had moved to roles of greater or less responsibility, this was accounted for in the recruitment survey, meaning they would receive questions relevant to their 'level'.

A copy of the recruitment survey questionnaire can be found in Appendix D.

Panel recruitment survey: profile

The following tables show the response rate for the recruitment phase of the panel by school phase and academy status. As of 30th June 2021, 4,527 leaders and teachers had registered for the panel, a response rate of 19% based on a starting sample of 24,394. Generally speaking, leaders were more likely to register for the panel than teachers.

	Primary Leaders	Secondary Leaders	Primary Teachers	Secondary Teachers	Total
Starting sample	7,000	3,394	7,000	7,000	24,394
Joined the panel	1,394	875	1,160	1,098	4,527
Response rate	20%	26%	17%	16%	19%

Table 6. Panel recruitment phase response rate, by school phase

Table 7. Panel recruitment phase response rate, by academy status

	Academy Leaders	Non- academy Leaders	Academy Teachers	Non- academy Teachers	Total
Sample size	6,133	4,261	8,500	5,500	24,394
Joined the panel	1,302	967	1,360	898	4,527
Response rate	21%	23%	16%	16%	19%

Table 8 shows the breakdown of panel members according to key subgroup variables, as well as the proportions found in the population of schools (for school phase and academy status) or individual leaders and teachers (for level and job role).

Table 8. Panel composition according to key subgroups compared with overallpopulation⁸

		Number joined panel	Proportion of panel (all)	Proportion of panel (leaders)	Proportion of panel (teachers)	Proportion in the population (2019/20) ⁹
Level	Leader	2,269	50%	100%	-	14%
Level	Teacher	2,258	50%	-	100%	86%
School phase	Primary	2,554	56%	61%	51%	53%
School phase	Secondary	1,973	44%	39%	49%	47%
Academy status	Academy	2,662	59%	57%	60%	44%
Academy status	Non- academy	1,865	41%	43%	40%	56%
FSM	Quintile 1	820	18%	19%	17%	20%
FSM	Quintile 2	1000	22%	22%	22%	20%
FSM	Quintile 3	993	22%	22%	22%	20%
FSM	Quintile 4	877	19%	19%	20%	20%
FSM	Quintile 5	764	17%	17%	17%	19%
FSM	Unknown	73	2%	2%	2%	2%
Ofsted rating	Outstanding	615	14%	13%	14%	13%
Ofsted rating	Good	2576	57%	58%	56%	61%
Ofsted rating	Requires improvemen t	439	10%	10%	9%	9%
Ofsted rating	Serious weaknesses	29	1%	1%	1%	0%

⁸ Please note: while panel recruitment involved an equal number of leaders and teachers, this does not reflect the population (where teachers dominate).

⁹ The proportions presented here for phase, academy status, FSM and Ofsted rating reflect the proportion of schools in the population in each category, taken from the Schools Workforce Census (SWFC). It is worth noting that while the SWFC contains all staff working in schools (including support staff), this project specifically focusses on staff in leadership roles and classroom teachers.

Ofsted rating	Special measures	30	1%	1%	1%	1%
Ofsted rating	Unknown	838	19%	18%	19%	17%
Job role	Headteacher	831	18%	37%	-	31% ¹⁰
Job role	Assistant headteacher	831	18%	37%	-	69% (this figure includes deputies as well)
Job role	Deputy headteacher	607	13%	27%	-	
Job role	Classroom teacher ¹¹	2,258	50%	-	100%	-

¹⁰ The proportions presented here for job role reflect the proportions in the latest SWFC data – the highlevel data does not separate assistant and deputy headteachers, hence this figure is combined in the table above.

¹¹ Including leading practitioners.

Panel surveys: questionnaire development

This section outlines how the panel surveys are developed, including the cognitive testing phase.

Questionnaire review

For each wave of the survey, an initial proposed list of questions is provided by the Department, based on priorities from relevant policy teams (e.g., SEND team, mental health and wellbeing team). The draft questions are then reviewed by IFF Research, who provide feedback on the survey content, for example, by suggesting amendments to question wording to aid clarity, or identifying potential candidates for deletion if the survey is too long.¹² Once any changes are agreed, the surveys are cognitively tested.¹³

Cognitive testing

In each wave, the questionnaire is cognitively tested. The aim is to achieve 10 cognitive interviews each wave, spread as follows.

	Primary	Secondary	Total
Leader	2 - 3	2 - 3	4 - 5
Teacher	2-3	2 - 3	4 - 5
Total	5	5	10

Table 9. Range of achieved cognitive interviews

To achieve this, an invitation email is sent to between 100 and 200 leaders and teachers from the DfE Panel of Leaders and Teachers (to preserve the newly recruited sample for the COVID-10 SSP.)¹⁴ The emails invite leaders and teachers to take part in a cognitive interview with an IFF researcher conducted by telephone. Those who had not taken part in cognitive testing in a previous wave are prioritised to reduce burden on participating leaders and teachers.

The cognitive interviews typically last for between 20 and 45 minutes.

¹² Panel participants had committed to regular, 5-7-minute surveys, so all panel surveys needed to adhere to these survey length parameters.

¹³ Cognitive testing is a form of user testing whereby the survey questions are asked 'live' with eligible participants and follow-up questions are used to gauge participants' understanding of them.

¹⁴ None of those invited to the COVID-19 School Snapshot Panel have been included in this sample.

Cognitive reporting

Following the cognitive testing fieldwork, a two-page summary document is produced, highlighting overarching themes emerging from the cognitive testing, focusing on question clarity, relevance and flow. In addition, IFF provides a question-by-question breakdown of the cognitive findings to raise any issues with specific questions and suggest recommended changes.

Following this feedback, DfE and IFF Research agree a final set of questions for inclusion in each wave.

Panel surveys: fieldwork

This section outlines the fieldwork process for the panel surveys.

Each wave involved an initial invitation email, followed by two reminder emails to all non-responders on the panel.

Fieldwork dates for the seven panel surveys conducted to date are shown in Table 10.

	Launch & invite sent	Reminder email (1)	Reminder email (2)	End
Early February 2021	3 rd February	5 th February	9 th February	10 th February
Late February 2021	24 th February	26 th February	1 st March	3 rd March
March 2021	19 th March	23 rd March	25 th March	26 th March
April 2021	21 st April	23 rd April	26 th April	28 th April
May 2021	12 th May	14 th May	17 th May	19 th May
June 2021	16 th June	18 th June	21 st June	23 rd June
July 2021	1 st July	5 th July	7 th July	8 th July

Table 10. Fieldwork dates

Incoming contact

A dedicated email address is available for respondents to use to get in touch with the IFF research team for example for general queries about the survey, technical issues about accessing the survey, and respondents updating their contact details and opt-outs. Respondents are also given the DfE Omnibus team's email address if they have wider queries about the research.

Panel surveys: data processing

Following fieldwork each wave, data processing involves:

- Creating SPSS, data tables and coding specifications outlining how to present the raw survey data.
- Incorporating personal and school-level variables from SWFC and the GIAS to enable comparison between groups in the survey.
- Cleaning and processing the raw survey data to ensure it is presented in the most accessible and useful format for users, including:
 - Rebasing questions so they reflect the experiences of the most relevant group of school leaders and teachers.
 - Creating derived variables from raw survey responses (e.g., net agree/disagree variables).
 - Editing data where requests have been made by the respondent.
 - Editing inconsistencies in survey responses.
 - Removing outliers.¹⁵
 - Removing opt outs.

Panel surveys: data analysis

Following data cleaning, the data is analysed to draw out key findings from each wave of the research. This is achieved by first assessing the high-level findings in the data, and then by looking at differences between key subgroups. The key subgroups explored in the surveys are:

- Phase
- FSM status
- Academy status
- Ofsted rating

IFF tables apply z-tests on sub-group percentages, or t-tests on sub-group means to determine whether significant differences are present in the dataset. Differences between

¹⁵ By this, we mean a result that is inconsistent with the parameters of particular survey questions and the rest of the dataset, often reflecting a misreading of the question. For instance, in the small minority of cases where schools reported more than 10 hours per day for the questions in the March survey covering number of hours of lessons delivered to children, these responses were changed to 'don't know' in the final dataset.

sub-groups and between previous waves are only commented on in the text if they are statistically significant at the 95 percent confidence level, unless otherwise stated, i.e. statistically we can be 95% confident that the differences are 'real' differences and not a result of the fact that the findings are based on a sample of schools rather than a census of all schools.

Although the leader sample and the teacher sample have been weighted to be nationally representative (by school type and by teacher demographics), the data is still subject to sampling error. The extent of sampling error depends on:

- The sampling approach. The closer it is to a random sample, the lower the sampling error. A stratified random sample is preferable as this helps to balance characteristics that may impact the representativeness of the sample.
- The sample size. Larger samples have lower sampling errors.
- The survey result. Statistics closer to 50% have a higher standard deviation compared to those further away (e.g., 80%).

Sampling error for different groups of schools in the early February survey, based on survey findings of 50%, and 20% or 80%, are shown in Table 11.

These sampling errors were calculated using the following formula:

$$X \pm Z \frac{s}{\sqrt{n}}$$

Where:

- X is the mean value or percentage
- Z is the Z-value (which for the 95% confidence level is 1.96)
- s is the standard deviation
- n is the base size

Table 11. Sampling error in the COVID-19 School Snapshot Panel (SSP) for the
early February survey16

Group	Base size	Sampling error for survey findings of 50%	Sampling error for survey findings of 20% or 80%
All schools	1,285	±2.7%	±2.2%
All secondary schools	425	±4.8%	±3.8%
All primary schools	860	±3.3%	±2.7%
All teachers	1,266	±2.8%	±2.2%
All secondary teachers	573	±4.1%	±3.3%
All primary teachers	693	±3.7%	±3.0%

¹⁶ Please note due to differences in base size for each of the surveys, the sampling error will change slightly between waves.

Panel surveys: response rates

This section examines the response rate in each wave of the panel survey.

Table 12 shows the overall response rate for all seven waves of the COVID-19 School Snapshot Panel to date. Although the response rate is high, some fluctuation is expected, given natural attrition across waves and the day on which email invites and reminders were sent (e.g., surveys that launch on Fridays usually result in lower response rates). This latter point may, in part, explain the lower response rate to the March survey in Table 12.

	Early February 2021	Late February 2021	March 2021	April 2021	May 2021	June 2021	July 2021
Starting sample	3,961	4,180	4,180 ¹⁷	4,446	4,479	4,479	4,479
Complete surveys	2,551	2,580	2,263	2,159	2,067	1,876	1,780
Response rate	64%	62%	54%	49%	46%	42%	40%

Table 12. Response rates for each wave of the panel survey

¹⁷ Note due to the low number of additional panel registrations between the late February and March surveys (c. 20), the same starting sample was used for the March survey as the late February survey.

Response rates by some key subgroup variables are shown in Table 13.

		Early February 2021	Late February 2021	March 2021	April 2021	May 2021	June 2021	July 2021
Level	Leader	60%	58%	51%	50%	46%	40%	38%
Level	Teacher	69%	66%	57%	53%	47%	44%	42%
School phase	Primary	66%	62%	56%	50%	47%	43%	41%
School phase	Secondary	62%	61%	51%	54%	46%	40%	39%
School phase and level	Primary leader	63%	59%	55%	50%	47%	44%	41%
School phase and level	Primary teacher	72%	66%	58%	51%	47%	43%	40%
School phase and level	Secondary leader	56%	54%	44%	52%	42%	34%	32%
School phase and level	Secondary teacher	66%	65%	55%	55%	48%	45%	44%
Academy status	Academy	65%	62%	53%	51%	46%	41%	39%
Academy status	Non- academy	65%	61%	56%	52%	48%	43%	41%
Job role (leaders)	Headteacher	67%	59%	55%	55%	53%	46%	48%
Job role (leaders)	Assistant headteacher	49%	45%	41%	41%	37%	30%	27%
Job role (leaders)	Deputy headteacher	66%	65%	59%	55%	47%	44%	37%

 Table 13. Response rates by level, school phase and academy status

A total of 109 leaders and teachers have opted out of the panel since being invited, primarily because respondents were not currently working at the school on the sample (for example, they had taken maternity leave) (see Table 14 for a breakdown by level and phase).

Level	Primary schools	Secondary schools	Total
Leader	13	11	24
Teacher	38	47	85
Total	51	58	109

Table 14. Panel optouts, by level and school phase

Table 15 shows the proportions of panellists that have responded to multiple waves.

	Early February 2021	Late February 2021	March 2021	April 2021	May 2021	June 2021	July 2021
Starting sample	3,961	4,180	4,180	4,446	4,479	4,479	4,479
New sample	3,961	219 ¹⁸	N/A	266	36	0	0
Achieved responses	2,551	2,580	2,263	2,159	2,067	1,876	1,780
Percentage of starting sample responding for the first time	64%	12%	3%	4%	2%	1%	1%
Percentage of starting sample responding for the second time	-	50%	10%	3%	3%	1%	1%
Percentage of starting sample responding for the third time	-	-	41%	9%	4%	3%	2%
Percentage of starting sample responding for the fourth time	-	-	-	33%	9%	3%	3%
Percentage of starting sample	-	-	-	-	29%	8%	3%

 Table 15. Proportions of panellists responding to multiple waves

¹⁸ This is the group of panelists that signed up after the launch of the early February survey and before the launch of the late February survey.

 23%
- 25%

Panel surveys: weighting

Two types of weighting were applied to the data, depending on whether questions were asking for school-level or individual-level answers from leaders and teachers.

The examples below use the Early February survey results – the same principle is applied to each subsequent wave of the survey.

School-level weighting

At the analysis stage, the school-level (leaders) data was grossed up to the overall population of schools. This process corrects for the over-sampling of secondary schools (relative to the proportion of the population that they represent) so that the findings can be interpreted as being representative of all (in scope) state-funded schools.

The population data for weighting was drawn from Get Information about Schools (GIAS). The following population figures were used:

Number of schools	Primary ¹⁹	Secondary ²⁰	Grand Total
Academy converter	4,374	1,614	5,988
Academy sponsor led	1,603	767	2,370
Community school	5,818	326	6,144
Foundation school	543	172	715
Free schools	221	201	422
Studio schools	0	22	22
University technical college	0	48	48
Voluntary aided school	2,574	216	2,790
Voluntary controlled school	1,658	27	1,685
Total	16,791	3,393	20,184

Table 16. Population data (from Get Information about Schools)

¹⁹ Includes middle deemed primary schools.

²⁰ Includes all through and middle deemed secondary schools.

Table 17 Ashieved eshael level interviews Early		w (upwaighted)
Table 17. Achieved school-level interviews - Earl	y i ebiualy Sulve	y (unweighteu)

Number of schools	Primary	Secondary	Total
Academy converter	314	213	527
Academy sponsor led	92	66	158
Community school	261	47	308
Foundation school	29	25	54
Free schools	13	22	35
Studio schools	0	1	1
University technical college	0	11	11
Voluntary aided school	99	35	134
Voluntary controlled school	52	5	57
Total	860	425	1,285

Table 18. Grossing factors by cell in the Early February survey (school-level)

Number of schools	Primary	Secondary
Academy converter	13.9	7.6
Academy sponsor led	17.4	11.6
Community school	22.3	6.9
Foundation school	18.7	6.9
Free schools	17.0	9.1
Studio schools	-	22.0
University technical college	-	4.4
Voluntary aided school	26.0	6.2
Voluntary controlled school	31.9	5.4

Teachers / individual weighting

For the analysis on a teacher rather than a school base, the responses from leaders and classroom teachers were combined and weighted together to the overall population of teachers. The population data for the teachers weighting was taken from the Schools Workforce Census based on November 2019 data (the most up to date available data).

Weighting by phase and level ensures results reflect the relative proportion of each group within the population. It means figures presented on all respondents are weighted towards teachers as this group represent the majority of the population.

The calculations for this element of the weighting are shown in the table below:

	Classroom teachers	School leaders	Total
Primary	205,758	41,994	247,752
Secondary	197,108	23,480	220,588
Total	402,866	65,474	468,340

Table 19. Population data (from Schools Workforce Census)

Table 20. Achieved staff-level interviews in the Early February survey (unweighted)

	Classroom teachers	School leaders	Total
Primary	860	693	1,553
Secondary	425	574	999
Total	1,285	1,267	2,552

Table 21. Grossing factors by cell in the Early February survey (staff-level)

	Classroom teachers	School leaders
Primary	1.617	0.266
Secondary	1.871	0.301

When weighting data, it is important to weight to as few variables as possible to reduce the risk that the weighting of one variable will confuse or interact with others. It is also important to consider the balance between the impact weighting by multiple variables will have on effective sample size and the difference weighting makes to the overall results. As such, school-level weighting was limited to establishment type by school phase, and teacher-level weighting by level and phase. Weighting by additional variables (for instance, school-level data by region, and teacher-level data by gender) was considered but the profile, once weighted by the variables above, were considered sufficiently close to not warrant additional weighting.

Appendix A. Panel recruitment initial invitation email

Important DfE communication: please forward to <CONTACT>

Unique ID: </NSERT IFF ID>

Dear <CONTACT>,

Help DfE better support schools during the COVID-19 pandemic

The Department for Education (DfE) wants to hear from you to help us better understand how we can support schools and pupils during the COVID-19 pandemic. We are therefore inviting you to join our new research panel of school leaders and teachers, the **COVID-19 Snapshot Panel**, to shape the department's key policies during this critical time.

What is involved?

Our initial registration survey will collect key information about you and your school before we launch the first survey in January. If you agree to join the panel you will be invited to take part in short (5-minute) online surveys little and often (every 2-4 weeks) to help us understand the most important issues schools face. Participation in these surveys is voluntary and you can ask to leave the panel at any time.

We are aware of the acute pressure schools are experiencing and in line with DfE's commitment to reduce the <u>burden on schools</u>, the research panel will only cover essential information that will be used to inform policy decisions.

Please complete the registration questionnaire here:

<INSERT SURVEY BUTTON>

If the above link does not work, please click on the following link and enter your unique survey ID which you can find in the top righthand corner of this email: <INSERT SURVEY LINK>.

If you would like to be part of the panel, you may be invited to surveys on an ongoing basis for up to two years, but participation in these surveys is voluntary and you can leave the panel at any time.

You may have been approached to take part in a previous panel the DfE ran called the School Leaders and Teachers Panel. The most recent wave of this panel was run in December 2020. Due to the success of this approach, the department is setting up a new research panel of school leaders and classroom teachers for 2021. Please note that if you are choose to join our new panel, you will be removed from this existing panel.

How will my data be managed?

We have commissioned IFF Research, an independent research agency, to administer this research on our behalf.

Please be reassured that the findings from the panel research are strictly confidential. The panel database is owned by the Department, meaning your personal details and those of your school will not be shared with anyone outside of IFF Research or researchers in the Department. The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR).

You have a right to have a copy of your data, change your data, or withdraw from the research at any point. If you'd like to do this, or want and more information on data protection, please visit our website at: <u>www.iffresearch.com/gdpr</u>

If you have any questions about the research, please contact Julia Rinne or Louisa Pakenham-Walsh on 020 7250 3035 or email <u>schoolsnapshotsurvey@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Elizabeth Warren (<u>elizabeth.warren@education.gov.uk</u>).

We hope you will be interested in taking part in the research at this critical time.

Kind Regards,

Loma Alams.

Lorna Adams

Project Director

IFF Research

filie

Vicky Petrie Chief Social Researcher Department for Education

Appendix B. Panel recruitment reminder email

Important DfE communication: please forward to <CONTACT>

Unique ID: </NSERT IFF ID>

Dear <CONTACT>,

Help DfE better support schools during the COVID-19 pandemic

The Department for Education (DfE) wants to hear from you to help us better understand how we can support schools and pupils during the COVID-19 pandemic. We are therefore inviting you to join our new research panel of school leaders and teachers, the **COVID-19 Snapshot Panel**, to shape the department's key policies during this critical time.

What is involved?

Our initial registration survey will collect key information about you and your school before we launch the first survey in January. If you agree to join the panel you will be invited to take part in short (5-minute) online surveys little and often (every 2-4 weeks) to help us understand the most important issues schools face. Participation in these surveys is voluntary and you can ask to leave the panel at any time.

We are aware of the acute pressure schools are experiencing and in line with DfE's commitment to <u>reduce the</u> <u>burden on schools</u>, the research panel will only cover essential information that will be used to inform policy decisions.

Please complete the registration questionnaire here:

<INSERT SURVEY BUTTON>

If the above link does not work, please click on the following link and enter your unique survey ID which you can find in the top righthand corner of this email: <INSERT SURVEY LINK>.

If you would like to be part of the panel, you may be invited to surveys on an ongoing basis for up to two years, but participation in these surveys is voluntary and you can leave the panel at any time.

You may have been approached to take part in a previous panel the DfE ran called the School Leaders and Teachers Panel. The most recent wave of this panel was run in December 2020. Due to the success of this approach, the department is setting up a new research panel of school leaders and classroom teachers for 2021. Please note that if you are choose to join our new panel, you will be removed from this existing panel.

How will my data be managed?

We have commissioned IFF Research, an independent research agency, to administer this research on our behalf.

Please be reassured that the findings from the panel research are strictly confidential. The panel database is owned by the Department, meaning your personal details and those of your school will not be shared with anyone outside of IFF Research or researchers in the Department. The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR).

You have a right to have a copy of your data, change your data, or withdraw from the research at any point. If you'd like to do this, or want and more information on data protection, please visit our website at: <u>www.iffresearch.com/gdpr</u>

If you have any questions about the research, please contact Julia Rinne or Louisa Pakenham-Walsh on 020 7250 3035 or email <u>schoolsnapshotsurvey@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Elizabeth Warren (<u>elizabeth.warren@education.gov.uk</u>).

We hope you will be interested in taking part in the research at this critical time.

Kind Regards,

Loma Alams.

Lorna Adams

Project Director

IFF Research

Klie

Vicky Petrie

Chief Social Researcher

Department for Education

Appendix C. Panel recruitment post-to-web reminder letter

FAO: <CONTACT> <SCHOOL NAME> <ADDRESS LINE 1> <ADDRESS LINE 2> <ADDRESS LINE 3> <POSTCODE>

Unique ID: </NSERT IFF ID>

<DATE>

Dear <CONTACT>,

Subject: Be part of the DfE's new 'COVID-19 School Snapshot Panel'

The Department for Education (DfE) wants to hear from you to help us better understand how we can support schools and pupils during the COVID-19 pandemic. We are therefore inviting you to join our new research panel of school leaders and teachers to shape DfE's key policies during this critical time.

What is involved?

Our initial registration survey will collect key information about you and your school before we launch the first COVID-19 School Snapshot Panel in January. If you agree to join the panel you will be invited to take part in short (5-minute) online surveys little and often (every 2-4 weeks) to help us understand the most important issues schools face. Participation in these surveys is voluntary and you can ask to leave the panel at any time. You can sign up by following the instructions below.



You may have been approached to take part in a previous panel the DfE ran called the School Leaders and Teachers Panel. The most recent wave of this panel was run in December 2020. Due to the success of this approach, the department is setting up a new research panel of school leaders and classroom teachers for 2021. Please note that if you are choose to join our new panel, you will be removed from this existing panel.

We are aware of the acute pressure schools are experiencing and in line with DfE's commitment to reduce the burden on schools, the research panel will only cover essential information that will be used to inform policy decisions.

Following your registration, you will be invited to complete short, online surveys about the most pressing issues facing professionals working in education. These will contain questions about the impact of COVID-19 on you and your school.

We have commissioned IFF Research, an independent research agency to administer this research on our behalf.

How will my data be used?

Please be reassured that the findings from the research are strictly confidential. The panel database is controlled by the Department, meaning your personal details and those of your school will not be shared with anyone outside of IFF Research or researchers at the Department. The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR).

You have a right to have a copy of your data, change your data, or withdraw from the research at any point. If you'd like to do this, or want and more information on data protection, please visit our website at: <u>www.iffresearch.com/gdpr</u>

If you have any questions about the research, please contact Julia Rinne or Louisa Pakenham-Walsh on 020 7250 3035 or email <u>schoolsnapshotsurvey@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Elizabeth Warren (<u>elizabeth.warren@education.gov.uk</u>).

We hope you will be interested in taking part in the research at this critical time.

Kind Regards,

Loma Alams

Lorna Adams

Project Director

IFF Research

Vicky Petrie Chief Social Researcher Department for Education
Appendix D. Survey invitation email

COVID-19 School Snapshot Panel: help DfE support schools during COVID-19

ID: <*ID*>

Dear <CONTACT>,

Thank you very much for signing up to the Department for Education's COVID-19 School Snapshot Panel.

The third survey is now open for you to take part in. It explores the experiences of school leaders and teachers following the reopening of schools to all pupils on 8th March, on issues including catch-up education, SEND support and mass testing in schools.

In line with the DfE's commitment to <u>reduce the burden on schools</u>, the survey only covers essential information that will be used to inform policy decisions. To take part in the 5-minute survey, please click on the following link:

<INSERT LINK>

The COVID-19 School Snapshot Panel is being managed by IFF Research, an independent research agency, on behalf of the DfE.

Please be reassured that the findings are strictly confidential. Your personal details and those of your school will not be shared with anyone outside of IFF Research. The research is being conducted strictly in accordance with the Market Research Society Code of Conduct, and any information you provide will be handled securely in line with the UK Data Protection Act and the EU General Data Protection Regulation (GDPR). Unless explicit permission is given by you, your name and contact details will be deleted 6 months after completion of this project. You have a right to have a copy of your data, change your data or withdraw from the research at any point. If you'd like to do this, please visit our website at: iffresearch.com/gdpr.

If you have any questions about the research, please contact the IFF Research team at <u>schoolsnapshotsurvey@iffresearch.com</u>. Alternatively, if you wish to discuss the research with DfE, our contact is Elizabeth Warren (<u>elizabeth.warren@education.gov.uk</u>). We very much hope you will be able to contribute to the research.

Kind Regards,

Loma Alans

Lorna Adams,

Director

IFF Research

Vicky Petrie,

Chief Social Researcher



Department for Education

Appendix D. Panel recruitment survey

COVID-19 School Snapshot Panel – Recruitment Phase – Registration Survey

Landing page

Welcome to the COVID-19 School Snapshot Panel registration survey.

Given the pace of current events, the Department for Education (DfE) is setting up a research panel of school leaders and classroom teachers. This will allow us to collect robust evidence in a speedy manner, and in turn develop policies to help schools and children.

This short registration survey just collects key information about you and your school before we launch the first COVID-19 School Snapshot Panel in January. We very much hope you will register your interest. Taking part will ensure your voice is heard during this critical time.

The survey will take less than 5 minutes to complete. It is being conducted on the Department's behalf by IFF Research, an independent research company.

When completing the survey please only use the 'previous' and 'next' buttons at the bottom of the page, not the 'back' and 'forward' buttons in your browser. It is best viewed in Microsoft Internet Explorer.

To take part in this survey, please click 'Next' below to begin.

Responses to this survey will be kept entirely confidential, in line with the Code of Conduct of the Market Research Society and GDPR. The panel database is controlled by the Department, meaning your personal details and those of your school will not be shared with anyone outside of IFF Research and the Department. You have a right to have a copy of your data, change your data, or withdraw from the research at any point. If you'd like to do this, you can consult our website at: iffresearch.com/gdpr. If you would like to know more about how we will be using the data we collect through these surveys, you can review our privacy notice here: <u>https://www.iffresearch.com/privacy-notice-schools-</u> <u>snapshot-panel/</u>. If you would like further information or would like to contact someone about the research, please click <u>'further information</u>'.

A Confirmation of respondent

ASK ALL

A1 Before we begin, we would like to confirm that we have reached the correct school leader or teacher. We are inviting this person to be part of the panel:

<CONTACT NAME>

Is this you?

SINGLECODE.

Yes	1	
No	2	

IF NOT THE RIGHT CONTACT (A1=2)

A2 For the purpose of the COVID-19 School Snapshot Panel, we are collecting details for the named individual. If you know the email address of the person, please could you enter it here. We will send them a link to the registration form for them to complete.

DS: PLEASE UPDATE SAMPLE

MESSAGE IF TYPE IN EMAIL: Thank you for providing the email for the correct person at your school. We will be in touch if we require any more information.

EMAIL ADDRESS:	@
Don't know	

IF NOT SURE (A2=CODE1)

A3 Please could you forward the email invitation on to the named contact so they can complete the survey. Thank you for your assistance.

THANK AND CLOSE.

B Agreement to take part

ASK ALL

B1 Thank you for confirming we have reached the correct person. Before we collect some information about you, we would just like to confirm that the COVID-19 School Snapshot Panel is something you are interested in being a part of.

Through short, easy-to-complete surveys, you will be providing the Department for Education with timely information about key, COVID-19 related issues impacting schools. Your contributions over the next few months will be vital in informing the Department's activities throughout 2021.

Are you interested in helping the Department for Education by becoming a panellist in this important study? *SINGLECODE*.

Yes	1	
No	2	THANK AND CLOSE

IF INTERESTED IN TAKING PART (B1=1)

B2 Thank you for agreeing to take part. We would just like to confirm the best way to get in touch with you about future surveys. Please enter your contact information below. If possible, we would like your work and personal email address, so we have an alternative way of contacting you if you leave the school you are currently working at, or your work email mailbox is full. This will allow us to contact you if you move schools or leave the profession.

Our surveys are optimised to allow completion on mobile phones. This means if you receive an email from us on your mobile, you can complete it 'on the go'.

DS: ALLOW SKIP ON PERSONAL EMAIL ADDRESS.

DS: PLEASE APPLY STANDARD CHECKS ON EMAIL ADDRESSES / PHONE NUMBERS.

ERROR MESSAGE IF WORK EMAIL ADDRESS NOT ENTERED: You need to enter your work email address so we can invite you to our panel surveys.

WORK EMAIL ADDRESS:	@
PERSONAL EMAIL ADDRESS:	@
WORK CONTACT NUMBER:	
MOBILE CONTACT NUMBER:	

C About you

ASK ALL

C1 Firstly, which of the following best describes your job role? SINGLECODE.

Assistant Headteacher	1
Deputy Headteacher	2
Headteacher	3
Leading Practitioner	4
Qualified teacher who is serving statutory induction	5
Qualified teacher (QTS/QTLS) on the Main Pay Range who is not serving statutory induction	6
Qualified teacher (QTS/QTLS) on the Upper Pay Range	7
Other	8
Prefer not to say	9

DUMMY VARIABLE, DO NOT ASK C1DUM

MULTICODE

Leader	1	C1 = 1 TO 4 (OR C1=8/9 AND SAMVARLEV=1)
Teacher	2	C1= 5 TO 7 (OR C1=8/9 AND SAMVARLEV=2)

ASK ALL

C2 How long have you been working in your current role in your school?

W	/RITE IN YEARS
D	S - ONLY ACCEPT WHOLE NUMBERS (FROM 0-99)
Le	ess than one year
D	on't know

IF DON'T KNOW QUALIFICATION DATE (SAMVARS_HASQUALDATE=2)

C3 How long have you been working in the teaching profession since you qualified (to the nearest year)?

By qualified, we mean when you achieved QTS after your ITT (and before you started your NQT induction).

	WRITE IN
	DS - ONLY ACCEPT WHOLE NUMBERS (FROM 0-99)
	Don't know
l	

ASK ALL TEACHERS (C1DUM=2)

C4 What Key Stage(s) do you teach? MULTICODE.

[IF PHASE = 1: Early years foundation stage]	1	
[IF PHASE = 1: Key Stage 1]	2	
[IF PHASE = 1: Key Stage 2]	3	
[IF PHASE = 2: Key Stage 3]	4	
[IF PHASE = 2: Key Stage 4]	5	
[IF PHASE = 2: Key Stage 5]	6	

C5 **Does your school teach pupils who are in Reception or Key Stage 1?** SINGLECODE.

Yes	1	
No	2	
Don't know	3	

ASK ALL SECONDARY LEADERS (C1DUM=1 AND PHASE=2) C6 Does your school teach pupils aged 16-18 years old?

SINGLECODE.

Yes	1
No	2
Don't know	3

ASK ALL SECONDARY TEACHERS (C1DUM=2 AND PHASE=2) C7 What subject do you spend most of your time teaching?

SINGLECODE.

English	1	
Maths	2	
Science	3	
Geography	4	
History	5	
Modern Foreign Languages (e.g. French, German and Spanish)	6	
Religious Studies	7	
Physical Education	8	
Art	9	
Music	10	
Design & Technology	11	
Home Economics	12	
IT/Computer Science	13	
Other	14	
Prefer not to say	15	

D Demographics

ASK ALL

D1 Finally, there are a few demographic questions we would like to ask you to help us understand the experiences of teachers and school leaders from different backgrounds and circumstances. Everything you say is confidential, will be used for research purposes only and you can decline to answer individual questions if you wish. Is that ok?

SINGLECODE.

Yes	1	
No	2	

ASK ALL

D2 Do you consent for the DfE to use administrative data it holds about you? This includes your age, gender and ethnicity. By providing this information you can help DfE to understand how diversity characteristics relate to school experiences.

SINGLECODE.

Yes	1	
No	2	

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D3 Do you have any physical or mental health conditions or illnesses lasting or expected to last 12 months or more?

SINGLECODE.

Yes	1	
No	2	
Prefer not to say	3	

ASK IF HAS HEALTH CONDITIONS (D3=1)

Do any of your conditions or illnesses reduce your ability to carry out day-to-day activities? D4

SINGLECODE.

Yes – a lot	1	
Yes – a little	2	
No	3	
Prefer not to say	4	

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D5 In the context of coronavirus (COVID-19), is anyone in your household considered high-risk? Please tick all that apply.

MULTICODE.

Yes – me	1	
Yes – someone else in my household	2	
No	3	EXCLUSIVE
Don't know	4	EXCLUSIVE
Prefer not to say	5	EXCLUSIVE

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D6 Have you or anyone in your household been officially diagnosed with COVID-19?

MULTICODE.

Yes – me	1	
Yes – someone else in my household	2	
No	3	EXCLUSIVE
Don't know	4	EXCLUSIVE
Prefer not to say	5	EXCLUSIVE

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D7 That you are aware of, has anyone in your household had any COVID-19 symptoms since January? Symptoms can include a high temperature or new continuous cough, or both.

MULTICODE

Yes – me	1	
Yes – someone else in my household	2	
No	3	EXCLUSIVE
Don't know	4	EXCLUSIVE
Prefer not to say	5	EXCLUSIVE

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D8 How would you best describe your sexual orientation?

SINGLECODE.

Heterosexual or straight	1	
Gay or lesbian	2	
Bisexual or pansexual	3	
Other	4	
Prefer not to say	5	

IF AGREE TO DEMOGRAPHIC QUESTIONS (D1=1)

D9 **Do you regard yourself as belonging to any particular religion?** *MULTICODE.*

Christian (no denomination)	1	
Christian (Roman Catholic)	2	
Christian (Church of England/Anglican)	3	
Christian (other denomination)	4	
Hindu	5	
Jewish	6	
Islam/Muslim	7	
Sikh	8	
Buddhist	9	
Other (non-Christian)	10	
No religion	11	
Prefer not to say	12	

ASK ALL

D10 And would you be willing for IFF Research to re-contact you to invite you to help with the development of future COVID-19 School Snapshot Panel surveys? This would involve sense-checking future questions.

SINGLECODE.

Yes	1	
No	2	

ASK ALL

D11 Finally, if you have any questions about our new research panel, you can raise these here.

WRITE IN	
I don't have any questions about the new research panel	
Don't know	

FINAL SCREEN FOR ONLINE

On the behalf of the Department for Education and IFF Research, thank you very much for your time. Just to confirm, we'll be keeping your responses for future survey analysis. If you'd like a copy of your data, to change your data or for your data to be deleted then please go to <u>http://www.iffresearch.com/gdpr/</u> for more information.

You also have a right to lodge a complaint with the Information Commissioners Office (ICO) and you can do so by calling their helpline on 0303 123 1113.

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The views expressed in this report are the authors' and do not necessarily reflect those of the Department for Education.

Any enquiries regarding this publication should be sent to us at: <u>Omnibus.SURVEYS@education.gov.uk</u> or <u>www.education.gov.uk/contactus.</u>

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