**Tutor End of Course Evaluation**

Course: …………………………………………………. Course Code: ………………………….

Dates of course: ………..… to ……..…… Tutor Name: ………………………………………….

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| --- | --- | --- | --- | --- | --- |
|  | | | **Target** | | **Actual** |
| Number of learners enrolled | | |  | |  |
| Number of learners completing the course | | |  | |  |
| Number of learners achieving the learning outcomes | | |  | |  |
| Overall achievement rate (learners achieving the learning outcomes as a percentage of those starting the course.) | | |  | |  |
| Number of learners returning learner evaluations | | |  | |  |
| Delivery method (delete as applicable) | Face to Face | Online | | Blended | |

**Intended Destinations**

Please summarise intended destinations recorded on the QD16b

|  |  |  |
| --- | --- | --- |
|  | Please record the intended destinations of enrolled learners | No of learners |
| 01 | Part time employment |  |
| 02 | Full time employment |  |
| 03 | Self-employment |  |
| 04 | Voluntary work |  |
| 05 | Enter Higher Education (HE) |  |
| 06 | Enter Further Education |  |
| 07 | Full time education or training (not FE or HE) |  |
| 08 | Part time education or training (not FE or HE) |  |
| 09 | Progress to a non-accredited Community Learning programme at a higher level |  |
| 10 | Continue with a non-accredited Community Learning programme at a similar level |  |
| 12 | Progress to an accredited Community Learning programme at a higher level |  |
| 13 | Progress to an accredited Community Learning programme at a similar level |  |
| 14 | Progress to an apprenticeship programme at a higher level |  |
| 15 | Progress to an apprenticeship programme at a similar level |  |
| 16 | Improved self-confidence or self-esteem |  |
| 17 | Prevented loneliness/isolation |  |
| 18 | Improved physical wellbeing |  |
| 19 | Improved mental wellbeing |  |
| 20 | Helped to cope with life changes |  |
| 21 | New skill to stimulate mental activity |  |
| 22 | Improved outcomes for my family |  |
| 23 | Improved job prospects |  |
| 24 | Improved community involvement |  |
| 25 | Improved maths, English or digital skills |  |

This form will enable you to evaluate and reflect on your delivery of the course and identify and implement improvements where necessary. It is intended to help you talk about your programme with your Centre Manager which will inform Provider Returns, and the Annual Programme Review.

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| --- | --- | --- |
| **Intent: Please reflect and consider:** | | |
| * How well the aim and objectives met learners needs, were they clear? |  | |
| **Implementation – please reflect and consider:** | | |
| * How effective were your **teaching strategies** used? * Please give examples of what went well and what can be improved, and any identified changes that will improve the quality of teaching and learning on the course. |  | |
| * How well was the curriculum **sequenced** so that learners can build on previous teaching and learning and develop the new knowledge and skills they need. |  |
| * How well you identified learners starting points e.g., initial assessment? * Were you able to assess all learners against the set objectives? * Were your **assessment** methods suitable? |  |
| * How well the curriculum met the **needs of learners**? Please give examples. * How well was teaching differentiated to meet the **needs of all learners**? |  | |
| How well were you able to create an environment that allows the learner to focus on learning, for example:   * Did you have access to all the teaching and learning **resources** identified in your curriculum plan. * You were satisfied that accommodation and resources met Health and Safety requirements? If not, how did you address any issues. * How well you embedded English, maths, or the use of e-technologies in your sessions. |  | |
| **Impact: - please reflect and consider:** | | |
| * Did learners develop detailed knowledge and skills across the curriculum and, as a result, achieve well? * Did learners make substantial and sustained progress? * Where available, how well did learners achieve on qualification courses? * Were learners ready for the next stage of education, employment, or training? |  | |
| **Behaviour and Attitudes – please reflect and consider:** | | |
| * Learner **attendance.** Summarise % from HL16b, and include any identified issues with attendance, for both face to face and/or online learning. * Were learners clear on expectation to attend all sessions? * Did you routinely record learner **punctuality**, what did this tell you? Did the session times impact on punctuality? How could you improve learner punctuality? * How well did you manage the **safeguarding** of learners e.g., learners feeling safe and secure; learners using safe working practices; any safeguarding issues reported? |  |
| **Personal Development – please reflect and consider how well:** | | |
| * Where were British values promoted within the course? * Personal development was promoted e.g., improvements in self-esteem, confidence, health and wellbeing, social interaction, ability to support children’s learning and development? * You prepared learners for future success in their next steps? |  |
| Has any follow-up action been identified from this evaluation? Do you need to feed back any information to your Centre Manager? | | |
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Tutor: ……………………………………………………….. Date: ……………………………

Please return this form to your Centre Manager within 2 weeks of the end of your course.