

# SUPPORT FOR CAREERS LEADERS

## COLLECTING FEEDBACK FROM PARTICIPANTS

### Why is obtaining feedback important?

Collecting and collating feedback is important to ensure that any of the careers related activities being delivered are meaningful to students and will support you to meet all the criteria of the Gatsby Benchmarks.

Obtaining feedback will also help ensure that students and employers are benefiting from activities being delivered within your educational establishment.

### Who should I obtain feedback from?

Feedback should ideally be obtained from a wide range of participants, where appropriate, following the completion of the activity. These participants could include:

- > Students
- > Staff Members
- > Employers / Providers
- > Parents

it is recommended to gather feedback from a minimum of 25% of the participants but the more you can gather the more meaningful and useful the feedback will be.

### What should I do with this feedback?

Completed feedback forms can be collated and used as a tool to help you adapt, edit or develop the existing activity further. Feedback forms can also help you form an evidence base to support your careers strategy and compass submissions and provide you with content when you develop any potential case studies.

### TOP TIP:

If you find yourself without the time needed to complete and analyse feedback, why not set it as an activity or challenge for your Student Careers Champions?



### Support on offer from Hub Delivery Team

The Worcestershire Careers Hub Delivery Team have produced a series of user-friendly feedback forms which can be used by careers leaders to support the completion of this activity.

The feedback forms have been designed in order to provide you with a template that can be used to easily and effectively gather feedback following the delivery of any careers related activity.

These forms can be completed on a computer where participants can enter their answers into a free text area or provide careers leaders with the opportunity to provide these as a printed version which can be distributed at the end of the activity.

These documents can also be found on the Skills4Worcestershire website.  
[www.skills4worcestershireshire.co.uk](http://www.skills4worcestershireshire.co.uk)

Please contact your assigned Enterprise Co-ordinator for more information.

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