

## The Skills for Care 360 degree evaluation tool for co-ordinators of the child and family ASYE

### Frequently asked questions



#### **Is the 360 evaluation tool mandatory or can we use our own evaluation?**

The 360 tool is not mandatory at the present time. However, we are slowly introducing it, as submitting evidence of a cycle of quality assurance and continuous improvement will become a mandatory part of the Child and Family ASYE programme, and the Skills for Care 360 evaluation tool meets all the requirements for this.

We do therefore encourage employers to use the Skills for Care format where this is possible.

#### **What does the Child and Family ASYE 360 degree tool do?**

The Child and Family ASYE 360 degree tool is an efficient way of taking the 'pulse' of your ASYE programme. By completing an online questionnaire, stakeholders can provide feedback, and may well have valuable insights, into how well the programme is running. The report which is then generated gives you tangible data which can inform your internal quality assurance process.

### **How long does the process take?**

Registration on the 360 degree tool only takes a few minutes. After that it depends on how many evaluators you would like to invite to complete the survey as you will need to input their e-mail addresses. On average, based on 20 evaluators, this stage of the process normally takes less than 10 minutes.

Completing the survey itself will then take each evaluator approximately 30 minutes. It will also take the co-ordinator approximately 30 minutes.

### **What is an evaluator?**

An evaluator can be any stakeholder in your Child and Family ASYE process e.g. NQSWs, Assessors, Principal Social workers, line managers etc

### **How many evaluators can I ask for feedback?**

Under one account you can list up to 60 evaluators, however this may be adjusted if you would like to increase this number.

### **We are a small organisation – do I need to have a minimum number of evaluators to use the 360 degree tool?**

Normally you would need to have a minimum of 5 evaluators plus a co-ordinator. However please contact us if you would like to use the tool but do not have 5 suitable evaluators as we will be able to facilitate this.

### **How much work is involved for me as the co-ordinator?**

It will take the co-ordinator approximately 45 minutes to 1 hour to register on the system, add evaluator details and complete the questionnaire. After that, it's just a case of keeping track and then downloading the report when it becomes available.

### **How do I know if evaluators are completing the questionnaire?**

Once you have input evaluator details into the tool, the system tracks their progress and they are assigned 1 of 3 possible statuses – 'Not started', 'Started', or 'Completed'. You can view this via your online account. You can also very easily re-send the questionnaire if necessary, with just a click of a button.

### **What happens once the questionnaires have been completed?**

Once the minimum number of questionnaires have been completed the system will automatically generate a collated feedback report which you can download. Each

time an additional evaluator completes a questionnaire this report will be updated, and can you can then download the most recent version

**Can my organisation complete a 360 degree evaluation more than once?**

Yes. We recommend completing a yearly evaluation so you can monitor changes in stakeholder perceptions of your ASYE programme. If you have already completed one evaluation cycle and would like to undertake another, please contact [childandfamilyasye@skillsforcare.org.uk](mailto:childandfamilyasye@skillsforcare.org.uk)