

Appendix: Feedback sheet

The below is an example template for the simplest form of user involvement, gathering feedback. This template can be adapted to your needs and circumstances. Remember, a young person may feel most comfortable filling this out with support, explaining their answers rather than writing them, or may find it easier to complete in pairs or groups.

End of course/project/activity review

Tutor Name:	1 = disagree 4= agree				
I received good advice and guidance before the course/activity/project started?	1	2	3	4	How did it help you?
Staff supported me to achieve my targets	1	2	3	4	
My support worker was organised and explained things clearly	1	2	3	4	
The feedback the support worker gave me helped me improve	1	2	3	4	
The course/activity/project was interesting	1	2	3	4	What was interesting?
I have developed new skills	1	2	3	4	What new skills have you developed?
My awareness of equality, diversity and Fundamental Values has increased	1	2	3	4	What have you learnt?
I knew who to contact if I had a problem?	1	2	3	4	
How did you find the facilities?	1	2	3	4	What could be improved?
I feel the skills I have learnt will apply to my employment goals	1	2	3	4	
Please tell us what you liked most about the course/activity/project					
Please tell us what you like least about the course/activity/project					
Would you recommend the course/activity/project to others?					