

KUPOL – a study of the school environment's importance for the mental health of adolescents

QUESTIONNAIRE FOR PRINCIPAL



**Karolinska
Institutet**



kupolstudien.se

Title of respondent: _____

Date: _____

The following questions are about the school organisation and all classes.

School personnel

1. Please fill in the table below as thoroughly as possible. All information should be updated to this school year.

For example, 20 teachers working full-time, 8 working 80%, 5 working 50% and 2 working 25% together make 29,4 full-time positions.

Type of position	Number of full time positions
Teacher	<input type="text"/>
Administrative staff/Technical staff (including school management)	<input type="text"/>
Pupil support teacher /Special educator	<input type="text"/>
Pre-school teacher	<input type="text"/>
After school care staff	<input type="text"/>
Teaching assistant/Educational assistant	<input type="text"/>
School counselor	<input type="text"/>
School nurse	<input type="text"/>
Study and career counselor	<input type="text"/>
Other staff (please specify):	<input type="text"/> <input type="text"/> <input type="text"/>

2. Do the pupils have access to a speech therapist?

- Yes
- No

3. To what extent does the school have access to a physician?

- Yes. Please specify in what way (for example on a need basis): _____
- No

4. To what extent does the school have access to a psychologist?

- Yes. Please specify in what way (for example on a need basis): _____
- No

Teaching staff

5. Please state the number of teaching staff this term.

(Do not include school management, student care team, teaching assistants, after-school care staff or pupil support teachers)

Number of permanently employed:

Number of temporarily employed:

6. Please state the number of teaching staff last school year.

Number of teaching staff at the beginning of last school year:

From this group, how many were still working at the school at the end of last school year?

School infrastructure

7. Does the school have rooms where the pupils can arrange their own group activities?

Yes

No

8. Does the school have other spaces that the pupils can use for group work?

Yes (please specify): _____

No

9. In what way are computers available to the high school pupils when they are in school?

Please mark all alternatives true for the school.

There are no computers available to the pupils

There are computer rooms that are booked by the teachers

The pupils can book computers at certain workstations in the school

Every class has access to a few computers that can be used by all pupils in the class

There is one computer for every pupil

Other (please specify): _____

10. Does the school have equipment for video conferences?

Yes

No

11. Does the school have a library?

Yes. Please specify number of opening hours/week:

No

12. How is the food prepared and served?

The food is prepared at the school (on-site kitchen)

The food is delivered by a catering company

Other (please specify): _____

Boards and steering groups

13. Does the school organise regular meetings that all high school pupils, parents and teachers are invited to?

- Yes, once every school year
 Yes, twice every school year
 Yes, three times or more every school year
 No regular meetings are organised unless necessary
 No, not at all

14. Does the school organise regular class meetings where high school pupils, parents and teachers meet?

- Yes, once every school year
 Yes, twice every school year
 Yes, three times or more every school year
 No regular meetings are organised unless necessary
 No, not at all

15. Please indicate if the following councils and steering groups exist at the school:

Council/steering group	Does it exist?		How are representatives chosen?
Pupil council	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
Parent council/Parent association	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
“Brukarråd” (Council with pupil, parent and school management representatives)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
Faculty meeting (Regular meeting for all teachers)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Staff council	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
School management team	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
Teacher work groups (“Arbetslag”)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	

Council/steering group	Does it exist?		How are representatives chosen?
Other (please specify):	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other
	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Voting <input type="checkbox"/> Nomination <input type="checkbox"/> Other

Policies, regulations and action plans

16. Please indicate if the school has policies, regulations or action plans for the areas stated below.

Written policy refers to a document that describes rules, goals and visions regarding a specific area.

Action plan refers to a document that describes actions taken if rules are broken, and how the school plans to go about reaching a certain goal or vision.

Area	Policy/regulation (indicate all alternatives true for the school)	Target group (indicate all alternatives true for the school)	Consequences if rules are broken
Tobacco use	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Alcohol use	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Drug use	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified

Area	Policy/regulation (indicate all alternatives true for the school)	Target group (indicate all alternatives true for the school)	Consequences if rules are broken
Harassment	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Fair and equal treatment (Including anti-discrimination)	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Sustainable environment (For example, recycling)	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Clothes (For example, no hats permitted inside)	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Mobile phones	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified
Truancy	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules		<input type="checkbox"/> Clearly specified <input type="checkbox"/> Unspecified
Other (please specify):	<input type="checkbox"/> Informal rules <input type="checkbox"/> Written policy <input type="checkbox"/> Action plan <input type="checkbox"/> No rules	<input type="checkbox"/> Pupils <input type="checkbox"/> School staff <input type="checkbox"/> Visitors	<input type="checkbox"/> Clearly specified Includes all target groups: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unspecified

School programs and pedagogical profile

17. Does your school currently participate in any of the following school programs and/or campaigns?

	Yes	No
Amnesty	<input type="checkbox"/>	<input type="checkbox"/>
A non-smoking generation	<input type="checkbox"/>	<input type="checkbox"/>
ANT	<input type="checkbox"/>	<input type="checkbox"/>
Bunkefloprojektet (motorisk träning)	<input type="checkbox"/>	<input type="checkbox"/>
Dans i skolan (nationellt program)	<input type="checkbox"/>	<input type="checkbox"/>
Farstametoden	<input type="checkbox"/>	<input type="checkbox"/>
Friends	<input type="checkbox"/>	<input type="checkbox"/>
Hela skolan läser	<input type="checkbox"/>	<input type="checkbox"/>
Hälsofrämjande skola/hälsofrämjande skolutveckling	<input type="checkbox"/>	<input type="checkbox"/>
Klasstrampet (Klimat i kommunerna)	<input type="checkbox"/>	<input type="checkbox"/>
Klimatutmaningen (Klimat i kommunerna)	<input type="checkbox"/>	<input type="checkbox"/>
Lions Quest (Tillsammans)	<input type="checkbox"/>	<input type="checkbox"/>
Läxhjälpen	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft: IT som pedagogiskt stöd	<input type="checkbox"/>	<input type="checkbox"/>
Miljö i skolan	<input type="checkbox"/>	<input type="checkbox"/>
Olweusprogrammet	<input type="checkbox"/>	<input type="checkbox"/>
Riksförbundet narkotikafritt samhälle	<input type="checkbox"/>	<input type="checkbox"/>
"Skolan är viktig"	<input type="checkbox"/>	<input type="checkbox"/>
Skolkomet	<input type="checkbox"/>	<input type="checkbox"/>
Social och emotionell träning SET	<input type="checkbox"/>	<input type="checkbox"/>
Stegvis	<input type="checkbox"/>	<input type="checkbox"/>
Ungdomens nykterhetsförbund	<input type="checkbox"/>	<input type="checkbox"/>
Örebro preventionsprogram (ÖPP)	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify):

18. Does the school apply any of the following pedagogical profiles or subject profiles?

	Yes	No
Dance/ballet	<input type="checkbox"/>	<input type="checkbox"/>
Sports profile	<input type="checkbox"/>	<input type="checkbox"/>
International profile	<input type="checkbox"/>	<input type="checkbox"/>
Islam	<input type="checkbox"/>	<input type="checkbox"/>
IT/Multimedia	<input type="checkbox"/>	<input type="checkbox"/>
Jewish studies	<input type="checkbox"/>	<input type="checkbox"/>
Arts and culture profile (art, music, song, theatre, film, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Eurythmy	<input type="checkbox"/>	<input type="checkbox"/>
Mathematics/Natural science	<input type="checkbox"/>	<input type="checkbox"/>
Montessori Pedagogy	<input type="checkbox"/>	<input type="checkbox"/>
Multiple Intelligences	<input type="checkbox"/>	<input type="checkbox"/>
Track for advanced studies	<input type="checkbox"/>	<input type="checkbox"/>
Language	<input type="checkbox"/>	<input type="checkbox"/>
Experienced Based Learning Systems (EBLS)	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify):

Following questions concern grade 7, 8 and 9.**Classes grade 7-9**

19. Please state number of classes in grade 7, 8 and 9. The information should be updated to this school year.

Number of classes: Grade 7 Grade 8 Grade 9

Pedagogical activities

20. Is thematic teaching used in grade 7-9?

- Yes, entirely
 - Yes, partly
 - No
-

Teachers

21. Please state number of teachers per subject in grade 7, 8 and 9 (number of individuals). The information should be updated to this school year.

Subject	Number of teachers	Number of qualified teachers
Art	<input type="text"/>	<input type="text"/>
Foreign language	<input type="text"/>	<input type="text"/>
English	<input type="text"/>	<input type="text"/>
Home economics	<input type="text"/>	<input type="text"/>
Sports	<input type="text"/>	<input type="text"/>
Mathematics	<input type="text"/>	<input type="text"/>
Music	<input type="text"/>	<input type="text"/>
Natural science	<input type="text"/>	<input type="text"/>
Crafts	<input type="text"/>	<input type="text"/>
Social science	<input type="text"/>	<input type="text"/>
Swedish	<input type="text"/>	<input type="text"/>
Other subjects (please specify):	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>