School Evaluation of Physical Environment (Introduction)

MINISTRY OF EDUCATION
TE TĀHUHU O TE MĀTAURANGA

Purpose

This evaluation tool is designed to assess how well your kura/school's physical environment (inside and outside of the whole school site) supports your teaching and learning approaches, the diverse needs of your students, and the wellbeing of everyone on site.

Completing the evaluation tool will help you identify the parts of your kura/school's physical environment that are doing well and where there is room for improvement.

The information provided by answering the questions will help inform your 10 Year Property Plan (10YPP). It can also be used in other conversations about improving the physical environment of your kura/school, through both property projects and behavioural changes.

How to complete the evaluation

It is expected that the tool submitted as part of your 10YPP is signed off by the Principal, but how you complete it is up to each kura/school. It might make sense for a principal to answer all the questions, or the executive officer, or for heads of department to complete the Block sections for each of their blocks.

Most of the questions will ask you to give a mark out of five (with 1 being the lowest and 5 being the highest) to different elements of your kura/school's physical environment. Cells that require a response are shaded green, and turn grey or white when you've answered. Not every element with a low ranking will spark a project, and different schools will have different needs for the elements listed in the tool. The idea is to look at the kura/school as a whole and then set priorities.

We've created a tab for every block we have in K2 (excluding ancillary). The Block Reference tab provides a list of these blocks and their Block IDs, which are used as the label of each tab. If there are any blocks missing, or tabs for blocks that you feel do not need to be answered, please talk to your property advisor.

This evaluation tool is just one of a number of documents and resources that will help you make decisions during the 10 Year Property Planning Process. Some of the questions may be similar to other Ministry or project documents you have completed. We are working on streamlining this documentation, but it's important that you record as much as possible in this tool for now.

For more information, please go to:

https://www.education.govt.nz/school/property-and-transport/projects-and-design/design/designing-learning-environments/#SEPE

School Evaluation of Physical Environment (Strategic Direction)

Kingsdown School (ID 9999)

Who is completing this questionnaire?

Name	
Role	

Question	About the question	Answer
What is your kura/school's educational vision or mission statement?	This should be a clear and concise overview of what the kura/school sees as its purpose. It can be copied from existing documents such as your charter or website.	
Describe your kura/school's values and character.	This may include the values that underpin teaching and learning, special characteristics that define, or are important to, the kura/school, or how you would describe what the vision/mission statement looks like in the day-to-day behaviours of your students, staff and community.	
Describe the desired teaching and learning approaches at your school. How is your vision/mission statement achieved, now and over the next five years?	This should describe how your school delivers the curriculum and could make reference to teaching and learning structures such as timetabling, the amount of team and/or individual teaching, mixed subject learning, class size, age groups, the use of ICT (e.g. BYOD or supplied devices) or anything else that is relevant to your school's approach. If relevant, you might also note where teaching practices differ across departments and/or blocks. The upcoming questions are designed to examine how well your school's physical environment supports these practices.	

School Evaluation of Physical Environment (Site)

Consider your Kura / School's site (or sites as a whole) when answering these questions. This includes the buildings and the grounds.

Scoring Key:

The degree to which the item in the question supports your schools vision for education, and desired practices.

1. **Major issues** - *does not support* your school's vision for education, and desired practices.

2. **Somewhat major Issues** - *slightly supports* your school's vision for education, and desired practices.

3. **Moderate issues** - *moderately supports* your school's vision for education, and desired practices.

4. **Minor Issues** - *mostly supports* your school's vision for education, and desired practices.

5. **No Issues** - *supports* your school's vision for education, and desired practices.

Kura / School Name	Kingsdown School	School ID	9999

Physical Environment	Question	Score	If 1, 2, or 3 selected, please provide detail
Safety and accessibility	**1.** How easy is it for all students and teachers, including those with mobility issues, to access and move around the site and buildings e.g. footpaths, wayfinding, circulation routes?	O1 O2 O3 O4 O5 Ounknown	
	2. How well does the availability and type of health and hygiene facilities on your site meet the needs of students and staff e.g. sick bay/health centre, number and location of toilets, showers?	Question 2 O1 O2 O3 O4 O5 Ounknown	
	3. How well does your site support keeping people and property safe and secure, during school hours and after hours?	Question 3 O1 O2 O3 O4 O5 Ounknown	
Culture and community	**4.** How well does your site allow students and staff to see their culture reflected around them e.g. in artworks and displays, landscaping or design of the site?	Question 4 O1 O2 O3 O4 O5 Ounknown	
	5. How well does the physical environment of the school/kura enable Māori to learn and teach as Māori?	Question 5 O1 O2 O3 O4 O5 Ounknown	

Note: it may help to answer Q5 if your school has already used the Hautū tool, or a similar process. Hautū: Māori Cultural Responsiveness Self Review tool for boards of trustees has been developed to allow boards to assess how culturally responsive their school is for Māori and identify priorities for development. You can access the tool by clicking on this cell or visiting https://www.nzsta.org.nz/assets/Maori-student-achievement/Hautu.pdf.

Physical Environment	Question	Score	If 1, 2, or 3 selected, please provide detail
Culture and community	**6.** How well do your shared spaces like halls, gyms, libraries and multipurpose spaces support your desired variety of activities e.g. presentations, drama, whānau gatherings, performance and hospitality?	Question 6 O1　O2　O3　O4　O5　Ounknown	
	7. How well do your kura/school's facilities support your desired level of community engagement and activities e.g. after school sports teams, homework clubs, adult education, social services?	Question 7 O1　O2　O3　O4　O5　Ounknown	
	8. Does your kura/school ever accommodate groups of visitors for overnight stays?	Question 8 OYES　　　ONO　　　Ounknown	
	8b. If 8 above is YES, how well does the site support overnight stays e.g. space for large group activities, adequate bathrooms separated from the kitchen, halls have sprinklers, kitchens have a fire wall?	Question 8b O1　O2　O3　O4　O5　Ounknown	
Outdoor and ancillary spaces	**9.** How well do your kura/school's outdoor spaces support the delivery of the curriculum e.g. developing values and key competencies, and delivering areas such as physical education, science or the arts?	Question 9 O1　O2　O3　O4　O5　Ounknown	
	10. How well does your site and its structures provide protection from the elements e.g. shelter from the wind, rain and sun?	Question 10 O1　O2　O3　O4　O5　Ounknown	
	11. How well does the pick-up/drop-off area(s) provide shelter and safety e.g. for those waiting for the bus, those using cars/taxi vans?	Question 11 O1　O2　O3　O4　O5　Ounknown	
	12. How well does your site provide storage for larger equipment and dangerous goods e.g. petrol for lawnmower, fertiliser?	Question 12 O1　O2　O3　O4　O5　Ounknown	
ICT	**13.** How well does your ICT network support your desired teaching and learning approaches e.g. Wi-Fi coverage, network availability?	Question 13 O1　O2　O3　O4　O5　Ounknown	
Sustainability	**14.** How well do the facilities support your desired sustainability practices e.g. water recycling, energy saving, composting, battery storage?	Question 14 O1　O2　O3　O4　O5　Ounknown	

School Evaluation of Physical Environment (Block Reference and Completion)

The questions on the following tabs relate to individual buildings (blocks) on your site. Because blocks can be known by different names, we've included this table to show all of the blocks by number and name as recorded on the Ministry's asset management system (K2). If you feel you don't need to answer the questions for a particular block, or there is a block missing, please talk to your property advisor.

Block Number	Block Name	Answered (of 10)
A	Block A	
B	Block B	
C	Block C	

School Evaluation of Physical Environment (Block)

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These questions relate to this block only, a "Block" is one building comprising primarily of teaching spaces or multipurpose spaces such as halls, gyms etc.

If you feel this block doesn't need to be answered, please talk to your property advisor.

Block Name		Block A	Block ID	A

Scoring Key:
The degree to which the item in the question supports your schools vision for education, and desired practices.

- ☐ **1. Major issues** - *does not support* your school's vision for education, and desired practices.
- ☐ **2. Somewhat major Issues** - *slightly supports* your school's vision for education, and desired practices.
- ☐ **3. Moderate issues** - *moderately supports* your school's vision for education, and desired practices.
- ☐ **4. Minor Issues** - *mostly supports* your school's vision for education, and desired practices.
- ☐ **5. No Issues** - *supports* your school's vision for education, and desired practices.

Physical Environment	Question	Score	If 1, 2, or 3 selected, please provide detail
Block Comfort	**1.** How do you rate the ventilation and air quality in this block? Issues could include damp or mold, smells, inability to open windows on both sides of the room?	O1　O2　O3　O4　O5　Ounknown	
	2. How do you rate the lighting levels or glare in this block? Issues could include too bright, too much glare, too dark or dull, or inconsistencies around the block.	Question 2 O1　O2　O3　O4　O5　Ounknown	
	3. How do you rate the noise levels or acoustics in this block? Issues could include both the volume and quality of sounds, and relate to noise from outside or adjacent areas, or noise within the block.	Question 3 O1　O2　O3　O4　O5　Ounknown	
	4. How do you rate the heat/cold (thermal comfort) in this block? Issues could include too hot, too cold, or difficult to manage fluctuations.	Question 4 O1　O2　O3　O4　O5　Ounknown	
Block Functionality	**5.** How well does the configuration of the internal spaces of this block support your kura/school's desired teaching and learning approaches?	Question 5 O1　O2　O3　O4　O5　Ounknown	
	6. How well does this block support the inclusion of all students and staff e.g. those with mobility issues, hearing/vision impairment, sensory, social or communication challenges?	Question 6 O1　O2　O3　O4　O5　Ounknown	
	7. How well does this block support the cultural needs of all learners and staff e.g. configuration of spaces, art and displays?	Question 7 O1　O2　O3　O4　O5　Ounknown	
	8. How well does the indoor-outdoor connection of this block support your desired teaching and learning approaches e.g. ease of access to outdoor learning spaces, views of outside from indoor spaces, lines of sight for teachers?	Question 8 O1　O2　O3　O4　O5　Ounknown	
	9. How well does storage and furniture in this block support the needs of teachers and learners e.g. there is space for resources, equipment, mobility aids, dangerous goods, bags, jackets, shoes and lunches?	Question 9 O1　O2　O3　O4　O5　Ounknown	
	10. How well does the ICT infrastructure of this block support your desired teaching and learning approaches e.g. sufficiency of data and power connections, storage for devices, Wi-Fi coverage?	Question 10 O1　O2　O3　O4　O5　Ounknown	

School Evaluation of Physical Environment (Block)

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These questions relate to this block only, a "Block" is one building comprising primarily of teaching spaces or multipurpose spaces such as halls, gyms etc.

If you feel this block doesn't need to be answered, please talk to your property advisor.

Block Name	Block B	Block ID	B

Physical Environment	Question	Score	If 1, 2, or 3 selected, please provide detail
Block Comfort	**1.** How do you rate the ventilation and air quality in this block? Issues could include damp or mold, smells, inability to open windows on both sides of the room?	O1　O2　O3　O4　O5　Ounknown	
	2. How do you rate the lighting levels or glare in this block? Issues could include too bright, too much glare, too dark or dull, or inconsistencies around the block.	Question 2　O1　O2　O3　O4　O5　Ounknown	
	3. How do you rate the noise levels or acoustics in this block? Issues could include both the volume and quality of sounds, and relate to noise from outside or adjacent areas, or noise within the block.	Question 3　O1　O2　O3　O4　O5　Ounknown	
	4. How do you rate the heat/cold (thermal comfort) in this block? Issues could include too hot, too cold, or difficult to manage fluctuations.	Question 4　O1　O2　O3　O4　O5　Ounknown	
Block Functionality	**5.** How well does the configuration of the internal spaces of this block support your kura/school's desired teaching and learning approaches?	Question 5　O1　O2　O3　O4　O5　Ounknown	
	6. How well does this block support the inclusion of all students and staff e.g. those with mobility issues, hearing/vision impairment, sensory, social or communication challenges?	Question 6　O1　O2　O3　O4　O5　Ounknown	
	7. How well does this block support the cultural needs of all learners and staff e.g. configuration of spaces, art and displays?	Question 7　O1　O2　O3　O4　O5　Ounknown	
	8. How well does the indoor-outdoor connection of this block support your desired teaching and learning approaches e.g. ease of access to outdoor learning spaces, views of outside from indoor spaces, lines of sight for teachers?	Question 8　O1　O2　O3　O4　O5　Ounknown	
	9. How well does storage and furniture in this block support the needs of teachers and learners e.g. there is space for resources, equipment, mobility aids, dangerous goods, bags, jackets, shoes and lunches?	Question 9　O1　O2　O3　O4　O5　Ounknown	
	10. How well does the ICT infrastructure of this block support your desired teaching and learning approaches e.g. sufficiency of data and power connections, storage for devices, Wi-Fi coverage?	Question 10　O1　O2　O3　O4　O5　Ounknown	

School Evaluation of Physical Environment (Block)

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These questions relate to this block only, a "Block" is one building comprising primarily of teaching spaces or multipurpose spaces such as halls, gyms etc.

If you feel this block doesn't need to be answered, please talk to your property advisor.

Scoring Key:
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- **3. Moderate issues** - *moderately supports* your school's vision for education, and desired practices.
- **4. Minor Issues** - *mostly supports* your school's vision for education, and desired practices.
- **5. No Issues** - *supports* your school's vision for education, and desired practices.

Block Name	Block C	Block ID	C

Physical Environment	Question	Score	If 1, 2, or 3 selected, please provide detail
Block Comfort	**1.** How do you rate the ventilation and air quality in this block? Issues could include damp or mold, smells, inability to open windows on both sides of the room?	O1 O2 O3 O4 O5 Ounknown	
	2. How do you rate the lighting levels or glare in this block? Issues could include too bright, too much glare, too dark or dull, or inconsistencies around the block.	Question 2 O1 O2 O3 O4 O5 Ounknown	
	3. How do you rate the noise levels or acoustics in this block? Issues could include both the volume and quality of sounds, and relate to noise from outside or adjacent areas, or noise within the block.	Question 3 O1 O2 O3 O4 O5 Ounknown	
	4. How do you rate the heat/cold (thermal comfort) in this block? Issues could include too hot, too cold, or difficult to manage fluctuations.	Question 4 O1 O2 O3 O4 O5 Ounknown	
Block Functionality	**5.** How well does the configuration of the internal spaces of this block support your kura/school's desired teaching and learning approaches?	Question 5 O1 O2 O3 O4 O5 Ounknown	
	6. How well does this block support the inclusion of all students and staff e.g. those with mobility issues, hearing/vision impairment, sensory, social or communication challenges?	Question 6 O1 O2 O3 O4 O5 Ounknown	
	7. How well does this block support the cultural needs of all learners and staff e.g. configuration of spaces, art and displays?	Question 7 O1 O2 O3 O4 O5 Ounknown	
	8. How well does the indoor-outdoor connection of this block support your desired teaching and learning approaches e.g. ease of access to outdoor learning spaces, views of outside from indoor spaces, lines of sight for teachers?	Question 8 O1 O2 O3 O4 O5 Ounknown	
	9. How well does storage and furniture in this block support the needs of teachers and learners e.g. there is space for resources, equipment, mobility aids, dangerous goods, bags, jackets, shoes and lunches?	Question 9 O1 O2 O3 O4 O5 Ounknown	
	10. How well does the ICT infrastructure of this block support your desired teaching and learning approaches e.g. sufficiency of data and power connections, storage for devices, Wi-Fi coverage?	Question 10 O1 O2 O3 O4 O5 Ounknown	