

Lifelong Learning Questionnaire

Learning can be anything that helps us to develop knowledge, skills and understanding. People learn in different ways throughout their lives, through formal education at school etc, but people also learn through job related training or informally through hobbies and personal interests.

As technology changes, it has become increasingly important that we carry on updating and learning new skills. However, it is often very difficult for people to get the opportunity to update or gain new skills. In the NHS, flexible and irregular working patterns often prevent staff from accessing any learning opportunities outside of work.

The Morecambe Bay Hospitals Lifelong Learning Project would like to find out more about how we can help **ALL** hospital staff to do further learning if they want to. We are asking about all learning, not just job-related training. The project was started by the joint hospital unions in partnership with the Trust, local colleges, local careers organisations and the North West TUC to promote the benefits of and opportunities for lifelong learning. It is funded by the Department for Education and Employment through the Union Learning Fund.

We will use the survey results to try to develop opportunities to learn within the Trust and with our partners in line with what the survey results indicate staff want. The project will feedback the results of the questionnaire to staff via Trust Times once all the data is analysed. If you have any questions, please do not hesitate to ask a learning representative or contact Helen Speed (Project Worker), Janette Thorpe (Project Administrator) or Michele Pomphrey (Training & Development Manager) by email or via the Project Office in Staff Training Department, RLI (ext 3233).

Please ring your answers

Job Area

Ancillary Staff (eg catering, domestic, porter)

IT

Nursing/Midwifery (qualified)

Nursing/Midwifery (unqualified)

Admin & Clerical

Estates

Doctor/Dentist

PAMs (qualified)

PAMs(helper)

Scientific/Technical (qualified)

Scientific/Technical (unqualified)

Other?.....

Age: 16-24 25-40 41-59 60+

Gender: Male Female

Hours of Work: Full-time Part-time Bank staff

Do your work hours/patterns change? Yes No

Why would you personally want to learn? (Ring all the statements that apply)

To increase confidence

Promotion/more money

Develop new skills

Qualifications

Personal development

Enjoyment

To help children or grandchildren

Other

Have you had an appraisal interview with your manager?

Within the last 12 months

Over 12 months ago

Never

Don't know

Are you doing any learning at the moment, e.g. at college, evening class, open learning, training, sports or leisure

Yes

No

If yes, what are you studying?.....

Have you opened an Individual Learning Account?

ILAs give you £150 from Government to help you to pay for further learning

Yes

No

(see February's Trust Times for ILA details)

Are you registered as a Hospital Library User?

Yes

No

What things (if any) prevent you from learning? (Ring all the statements that apply)

I'm too old

Not enough time

Family commitments

Not interested

Shift patterns

Lack of confidence

Fear of exams

No suitable course

Travel to/location of learning

Cost

Don't know what's available

Other.....

The project has trained 15 members of staff, who are all members of the partner unions in the project, to be Learning Reps. Learning Reps will work with you to find the best way for you to learn what you want in a way that suits you. (see 'Free money to help you learn' article in February's Trust Times for rep details). You do not need to be a union member to make use of this. All discussions are completely confidential and we do not keep notes.

Do you feel you would benefit from confidential advice & guidance about the type of learning/course to suit your circumstances from an independent Learning Rep? (Learning Reps may also be able to organise an in-depth advice & guidance interview for you with a careers professional)

Yes

No

Some staff have told us that they would find it easier to learn if there was a facility at work that they could use (a learning centre). One of the project aims is to set up on-site Learning Centres with 24 hour access so you can learn when it suits you. Would you use a learning centre at work?

Yes

No

Possibly

Have you done any learning through a learning centre before?

Yes

No

Not sure

Have you used distance learning before (with little tutor support)?

Yes

No

Not sure

Would it be helpful to have a tutor in the learning centre?

Yes

No

What subjects/activities might you use a Learning Centre for? (Ring all the statements that apply in the following sections)

Computer Skills

Basic Introduction	Word-processing	Excel/Spreadsheets
Graphics	Access/ Databases	Internet
PowerPoint	Web Design	Other.....

Language Courses

French	Spanish	Italian
Sign Language		Other ?.....

Basic and Key Skills

One million adults in the North West of England have difficulty with reading, writing, communication or working with numbers. Would you be interested in learning more about....

Form Filling/Letter Writing	Improving Spelling/ Reading
Verbal Communication Skills	Working with Numbers
Understanding Wage Slips (Tax, National Insurance etc.)	

Personal Development

Writing a CV	Assertiveness	Study Skills
Interview Skills	Other?.....	

Business/Vocational Courses

Customer Care	Introduction to Management	Report Writing
Health & Safety	Presentation Skills	Stress Management
NVQs Please state subject.....		NVQ assessor qualifications (D32/33)

Hobbies & Leisure

Please state what hobbies and leisure activities you would like to see in the Learning Centre

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If you wanted to learn something new, which of the following ways would you prefer to use? Ring any that apply

Audio Tape

Computer Based Packages

Books/Written Materials

Self Study

Group Work

Learning through the Internet

Video

Classroom Environment

Other?

Other ways to learn and develop skills (usually work-related)

Visits

Shadowing

Mentoring

Undertaking projects

At what times do you think you would use a Learning Centre?

8-10am

10-12am

12-2pm

2-4pm

6-8pm

8-10pm

10-12pm

Other?

Collective Learning Fund We have established a small fund to help staff to get £10 cashback when they have used their ILAs to access learning, which has been set up with money from the Trust, MSF and UNISON. We would like to extend this fund to help to pay for other costs, such as books, equipment, transport and childcare as well as to put on special courses and events that staff want, but are not covered by their ILAs. We don't have a detailed idea of exactly how a fund like this might run that would be up to the people who contribute to it. Bearing this in mind, please answer the next question

Would you be prepared to pay a small sum (say 50p per week) to a collective learning fund, to help to pay for your future learning?

Yes

No

Not sure

For enrolled nurses and nursing auxiliary staff only

Are you interested in any of the following?

Care NVQ level 2

Care NVQ level 3

Conversion Course

Training to RGN

Other?

Thank you for completing this questionnaire.

If there are any other comments that you would like to make, please feel free to return them with this questionnaire to:

Helen Speed, Lifelong Learning Project, Staff Training Department, Royal Lancaster Infirmary

or to your Learning Rep