

[District] Attendance Support Survey

1. Supervisor's Name: \_\_\_\_\_
2. Work Location: \_\_\_\_\_
3. Employee groups supervised: [list applicable employee groups/unions]

**Post-training Survey**

4. Date(s) attended Supporting Attendance and Wellness Workshop/supportive conversations training: \_\_\_\_\_
5. Was the training relevant and helpful to you in exercising your responsibilities for attendance support?  
Strongly Agree \_\_\_ Agree \_\_\_ Disagree \_\_\_ Strongly Disagree \_\_\_
6. What was most valuable about the course? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. What was least valuable about the course or could be improved? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Post-implementation experience survey**

8. Have you reviewed employee attendance data with Human Resources: Y \_\_\_ N \_\_\_
9. Do you feel you understand the attendance support principles and program to determine whether to [If applicable in district: send a wellness package or] have a conversation with an employee about his/her attendance?  
Strongly Agree \_\_\_ Agree \_\_\_ Disagree \_\_\_ Strongly Disagree \_\_\_
10. What tools, information or training would help improve your understanding and confidence in the review process? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. [If applicable in district: Have you provided a wellness package to an employee who may be struggling with his/her attendance?] Y \_\_\_ N \_\_\_
12. Have you had a conversation with an employee about his/her attendance in the past year?  
Y \_\_\_ N \_\_\_
13. How much time did you spent preparing, having and following up on the conversation(s)?  
Preparing for the conversation: \_\_\_\_\_

Having the conversation: \_\_\_\_\_

Following up and action items: \_\_\_\_\_

14. Was a union representative present at the conversation? Y \_\_\_\_\_ N \_\_\_\_\_

15. Do you feel your conversation will have an impact on your employee's future attendance?  
Y \_\_\_\_\_ N \_\_\_\_\_

16. Did you feel equipped to carry out the conversation? Y \_\_\_\_\_ N \_\_\_\_\_

17. Has the attendance support process impacted other parts of your role and, if so,  
how? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

18. What tools, information or training would help improve the attendance support conversation  
process? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_