

Appendix 6.1: Facilitation contacts questionnaires at 1, 3, 4/5 and 8 months

IPB & FACILITATION ARM: 1 MONTH QUESTIONNAIRE

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STUDY M3 – HELPING CHILDREN'S CENTRES TO ENHANCE HOME SAFETY WITH FAMILIES

Name:

Date completed:

Title/role:

Children's Centre name:

Please tell us how you have been getting on with the IPB since you attended the training session delivered by Keeping Children Safe (KCS) staff.

Please tick either 'yes', 'no' or 'don't know' (D/K). There is no need to write explanations because we will be contacting you in the next week to ask you for some further details.

Questions	Yes	No	D/K
1. Thinking about the training session delivered by KCS staff, are there any matters that you feel are not clear or about which you would like more information?			
2. Did you start making your implementation plan at the training session delivered by KCS staff?			
3. Have you now finalised your implementation plan?			
4. Have you used or are you using the IPB in any way at all?			
5. Have you had any problems or difficulties in relation to using the IPB?			
6. Has anything gone particularly well in relation to using the IPB?			
7. Do all your staff who work face-to-face with parents in the Centre know about the IPB?			

IPB & FACILITATION ARM: 1 MONTH QUESTIONNAIRE

Questions	Yes	No	D/K
8. Have any staff, other than those who attended the first training session with us, been trained in getting the fire safety messages across?			
9. Are there some staff who are more enthusiastic than others about using the information in the IPB?			
10. Have you had contact with staff from the Fire and Rescue Service since the training session delivered by KCS staff?			
11. Have you had contact with staff from other multi-agency partners in delivering the sessions, or in getting fire safety message across, since the training session delivered by KCS staff? If you have started planning to run sessions or started to get the fire safety messages across with families please answer the questions below (12-23). If you have not, please go to question 24.			
12. Have you made any plans to run any group sessions for parents? If no, please go to question 15. If yes: will this be in: a) Sessions set up specifically for this purpose? b) Slotted into existing sessions? c) Other ways – and we will contact you to find out more about this?			
13. Was it difficult to get the families to attend the group session(s)?			
14. Have there been any difficulties recording which of the recruited families in the study have attended group sessions? Number of recruited families who have attended group sessions..... (if you don't know this now you can leave it blank but please have this information ready for our call/visit).			
15. Have there been any difficulties recording on the activity logs those families in the study who have attended group sessions?			
16. Have you tried, or are you planning, to get the fire safety messages across to recruited families in any ways other than in group sessions?			

IPB & FACILITATION ARM: 1 MONTH QUESTIONNAIRE

Questions	Yes	No	DK
17. Have there been any difficulties recording on the activity logs those families in the study who have received the fire safety messages other than in group sessions, eg. in one-to-one or outreach work? Number of recruited families who have received fire safety messages outside the group sessions..... (if you don't know this now you can leave it blank but please have this information ready for our call/visit).			
18. Have families outside the recruited families received the fire safety messages, eg. have they been disseminated to the wider Centre users?			
19. Have you made a plan for how you will evaluate getting fire safety messages across?			
20. Have you a plan to ensure that the fire safety messages are delivered consistently and not distorted?			
21. Have you used any of the exercises from the IPB with families?			
22. Has there been anything that you have found helpful in delivering the sessions, or in getting the fire safety messages across, that you would like to share with other Centres?			
23. Have there been any negative effects of delivering the sessions and the content of them, or in getting fire safety messages across, for either yourselves or for the parents? (eg. a parent becomes upset because they had experienced a fire.)			
24. Is there anything that we could do to help you start planning sessions or getting the fire safety messages across?			

Please return this questionnaire to:

[study centre address]

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STUDY M3 – HELPING CHILDREN'S CENTRES TO ENHANCE HOME SAFETY WITH FAMILIES

UIC:

Name:

Date completed:

Title/role:

Children's Centre name:

Please tell us how you have been getting on with the IPB. Please place tick either 'yes', 'no' or don't know (D/K). There is no need to write explanations because we will be contacting you in [xxx] to ask you for some further details.

Questions	Yes	No	D/K
1. Have you now finalised your implementation plan?			
2. Have you done anything further in relation to the IPB since you last filled in this questionnaire?			
3. Have you had any problems or difficulties in relation to using the IPB?			
4. Has anything gone particularly well in relation to using the IPB?			
5. Do all your staff who work face-to-face with parents in the Centre know about the IPB?			
6. Have any staff, other than those who attended the first training session with us, been trained in getting the fire safety messages across?			
7. Are there some staff who are more enthusiastic than others about using the information in the IPB?			

Questions	Yes	No	D/K
8. Have you had contact with staff from the Fire and Rescue Service since you last filled in this questionnaire?			
9. Have you had contact with staff from other multi-agency partners in delivering the sessions, or in getting fire safety messages across, since you last filled in this questionnaire?			
If you have started planning to run sessions or started to get the fire safety messages across with families please answer the questions below (10-20). If you have not, please go to question 21.			
10. Have you made any plans to run, or are already running, any group sessions for parents? If no, please go to question 13. If yes: will this be in: a) Sessions set up specifically for this purpose? b) Slotted in to existing sessions? c) Other ways – and we will contact you to find out more about this?			
11. Was it difficult to get the families to attend the group session(s)?			
12. Have there been any difficulties recording on the activity logs those families in the study who have attended group sessions? Number of recruited families who have not attended group sessions.....			
13. Have you tried, or are you planning, to get the fire safety messages across to recruited families in any ways other than in group sessions? 14. Have there been any difficulties recording on the activity logs those families in the study who have received the fire safety messages other than in group sessions, eg., in one-to-one or outreach work? Number of recruited families who have received fire safety messages outside the group sessions.....			
15. Have families outside the recruited families received the fire safety messages, eg. have they been disseminated to the wider Centre users?			
16. Have you made a plan for how you will evaluate getting fire safety messages across?			

IPB & FACILITATION ARM: 3 – 8 MONTHS QUESTIONNAIRE

Questions	Yes	No	DK
17. Have you a plan to ensure that the fire safety messages are delivered consistently and not distorted?			
18. Have you used any of the exercises from the IPB with families?			
19. Has there been anything that you have found helpful in delivering the sessions, or in getting the fire safety messages across, that you would like to share with other Centres?			
20. Have there been any negative effects of delivering the sessions and the content of them, or in getting fire safety messages across, for either yourselves or for the parents? (eg. a parent becomes upset because they had experienced a fire.)			
21. <i>Only answer if you have not planned or started to plan or run sessions or started to get the fire safety messages across with families</i> Is there anything that we could do to help you start planning sessions or getting the fire safety messages across?			

Please return this questionnaire to:

[study centre address]

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