

LOTIS Interim Form

Confidentiality Statement

The information you give on this form will be treated in line with the Culture and Sport Glasgow Privacy Policy. Information on the purpose of collecting this information and the Confidentiality agreement are available at the end of this form.

1.2 Provider Name

1.2a Tutor Name

1.2b Learner First Name

1.2c Learner Last or Family Name

1.3 What have you improved?

Reading

Spelling

Writing

Numbers

Form filling

Computers

Other

Not sure

I prefer not to answer this question

1.3a If other, please specify

Goals

2.1 If this learning helped make improvements to your life, tick all that apply

Personal life

Family life

Community life

Work life

Finances / Money

Health

Mental well being

Other

2.1a If other, please tell us more here

2.2 What goals did you meet?

All of them

Some of them

None of them

It's too early to tell

I prefer not to answer this question

2.3 As a result of this learning are you?

Going to college

Going to other classes / training

Getting a certificate / qualification

Getting a job / work

Getting a better job or a promotion

Volunteering

Other

I prefer not to answer

2.3a If other, please specify

2.3b Please tell us more about your goals here

2.4a Do you feel the current learning has improved your confidence?

Yes

No

Don't know

Too early to tell

I prefer not to answer this question

2.4b Do you feel more confident now to move onto other opportunities?

Yes

No

Don't know

Too early to tell

I prefer not to answer this question

2.5 Would you like more help to try other classes, training, volunteering or jobs?

Yes

No

I don't know

I prefer not to answer

2.5a If yes, what type of support? Please give details below.

Purpose and Confidentiality Agreement

1. Culture and Sport Glasgow is committed to providing a high quality service to everyone. It helps to know a bit about the people who are using our service as detailed in the privacy policy on the Glasgow's Learning website. It would be very helpful if you would fill in this form. This is voluntary.
2. All questions on this form are voluntary. You do not have to complete the form to obtain this service. If you do not wish to answer any of the questions, you may choose not to by ticking 'I prefer not to answer.'
3. Information you provide on this form will be used by Culture and Sport Glasgow, Glasgow City Council and the Glasgow Community Learning Strategy Partnership (for details on membership please refer to our Glasgow's Learning Website) to ensure equal access and improve services for learners.
4. The information gathered in this form will be analysed within Culture and Sport Glasgow for the purpose of monitoring, evaluation and research. The information you provide will be kept confidential and will be shared with Culture and Sport Glasgow, the Glasgow Community Learning Strategy Partnership and the Scottish Government to improve access to and delivery of services.
5. The information you provide us will be used for statistical purposes by Culture and Sport Glasgow and will not be used to identify you as an individual in any way.
6. If you agree to be contacted by someone to discuss your learning experiences, your contact details may be passed on to the Scottish Government. If you do not agree to future contact, your details will not be passed on and will remain confidential.
7. The questions regarding gender identity, age, disability, transgender status, religion, sexual orientation and ethnicity are also voluntary. We realise this information is sensitive, but it will help us to monitor our equal opportunities policy and to improve the way we target our resources. It will be used for generating statistical information only, to show general trends and the impact of our services.
8. All information used will be treated in the strictest confidence, in accordance with the Data Protection Act 1998. All processing of your details by Culture and Sport Glasgow is carried out in accordance with the Data Protection Act 1998. Under the Data Protection Act 1998 you are entitled to access the information held.
9. If you do not understand any part of this information, please ask your tutor to explain this to you.