

# Annexure – Mid-Term Parent Feedback Collection Academic & School Experience Review

## 1. Basic Information

- Academic Session: \_\_\_\_\_
- Feedback Period: \_\_\_\_\_
- Purpose: Mid-Term Parent Feedback Collection
- Mode of Feedback: Digital Form / ERP / Online Survey
- Prepared By: \_\_\_\_\_
- Reviewed By: \_\_\_\_\_

## 2. Objective

- To collect parent feedback on academics, student behavior, communication, and overall school experience.
- To identify areas of improvement and strengths in school operations.
- To analyze feedback trends with the school leadership team.

## 3. Feedback Collection Method

Method	Platform Used	Responsible Person	Date
Online Form			
ERP Feedback Module			
Parent Survey Link Shared			

## 4. Parent Participation Summary

Category	Number
Total Parents Invited	
Feedback Forms Received	
Response Rate (%)	

## 5. Feedback Areas Covered

Feedback Category	Description
Academic Progress	Quality of teaching and learning
Student Behavior	Discipline and conduct
Communication	Teacher-parent communication
School Environment	Safety and learning atmosphere
Overall Satisfaction	Parent experience with school

## 6. Feedback Summary (Category-wise)

Category	Average Rating	Key Feedback	Remarks
Academics			
Communication			
Student Behavior			
School Facilities			

Overall Experience			
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## 7. Key Positive Feedback

Area Appreciated	Details
Teaching Quality	
School Communication	
Student Support	
School Environment	

## 8. Areas of Concern / Suggestions

Concern / Suggestion	Number of Parents Reporting	Action Proposed

## 9. Trend Analysis

Parameter	Observation
Overall Parent Satisfaction	
Academic Feedback Trend	
Communication Effectiveness	
Student Support & Wellbeing	

## 10. Leadership Team Review

Meeting Date	Members Present	Key Discussion Points

Leadership team may include:

- Principal
- Academic Coordinator
- Department Heads
- Administrative Representatives

## 11. Action Plan Based on Feedback

Issue Identified	Action Planned	Responsible Person	Timeline

## 12. Observations

- Parent feedback provides **valuable insights into academic and administrative processes.**
- Digital tools enabled **efficient collection and analysis of feedback data.**
- Feedback trends help the school **identify improvement areas and strengthen communication.**

## 13. Expected Outcomes

- Improved **parent-school communication.**
- Enhanced **teaching and learning practices.**
- Better **student support and engagement.**

## 14. Documentation Maintained

- Parent feedback forms
- ERP feedback reports
- Data analysis summary
- Leadership meeting minutes
- Action plan records

**Prepared By:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Reviewed By:** \_\_\_\_\_

**Principal / Academic Coordinator:** \_\_\_\_\_