

# Take a creative approach to information gathering

## Utilise multiple media.

- ✓ Surveying staff (anonymously) for their views and experiences.
- ✓ Inviting teacher aides to keep a diary to record information about the tasks they undertake in their working time.
- ✓ Observing and asking questions about teachers' decision-making about teacher aides' deployment.
- ✓ Using photos or video to document teacher aides' interactions with students.
- ✓ Conducting a skills audit to collect details of teacher aides' qualifications, training, experience, specialist skills, and talents.

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