


**CEMAP 400.12 HUMAN RESOURCES - FORMS  
ANNEX B – TEACHER DEPARTURE FEEDBACK**



Dear LOSA Staff member,

Thank you for teaching at our CAF Overseas School. We hope that you share what you have learned about CAF and military children with others. This survey gathers your insight on your experience in Europe and your return to Canada.

For your responses, we use a scale from 1 to 5. There is also opportunity to add comments.

1	2	3	4	5
Not at all effective or helpful	Slightly effective or helpful	Moderately effective or helpful	Very effective or helpful	Extremely effective or helpful

This feedback helps CEM staff look at what we are doing right and areas where we can improve. We appreciate the time you take to provide it to us.

*Children's Education Management*

**Section 1: Communication**

This section focuses on your communications with CEM regarding your return to Canada.

Feedback areas	n/a	1	2	3	4	5
<b>Leaving CAF.</b> Tell us about our service from CEMO-E in support of your return to Canada.						
Friendliness of staff						
Knowledge of staff						
Handling of telephone inquiries						
Handling of emails						
Comments						
<b>Staff Assistance Visit</b>						
Exit meeting from CEMO-E support staff						
Briefing on details to leave Europe						
Briefing on travel expenses, entitlements and claim requirements						
Comments						
Do you have enough information to transition smoothly back to Canada? Please comment.						

**Section 2: House Hunting or House Inspection Trip**

This section focuses on your experience to secure housing (HHT) or to inspect your house (HIT) for your return to Canada.

<b>Feedback areas</b>	n/a	1	2	3	4	5
Instructions provided by CEMO-E to make travel arrangements						
Instructions to submit claims						
Transportation arrangements by CEMO-E						
Comments						

**Section 3: Moving Companies**

This section asks about the services you received to move your household goods to Canada.

<b>Feedback areas</b>	n/a	1	2	3	4	5
<b>Pre-move services</b>						
Professionalism of moving consultants						
Skill of moving consultant						
Explanation of moving services / process						
Response time to your inquiries						
Comments						
<b>Packing services (company that packed your household goods)</b>						
On time arrival						
Attitude/helpfulness						
Care taken in packing belongings						
Comments						
<b>Loading Services (company that loaded the container)</b>						
On time arrival						
Attitude/helpfulness						
Care taken in packing belongings						
Comments						

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<b>Destination Services</b> (company that unpacked in Canada)						
On time arrival						
Attitude/helpfulness						
Care taken during unpacking						
Unpacking completed to your requirements						
Comments						

**Section 4: Experience with the CAF community at SHAPE or AFNORTH**

This section focuses on your experience with the CAF community at your site.

<b>Feedback areas</b>	n/a	1	2	3	4	5
<b>Life in Europe</b>						
Housing and living conditions						
Standard of living						
<b>Departure from Europe / Arrival in Canada</b>						
Flight routing upon leaving Europe						
Contact with CAF representative in Canada						
Comments						
What is your impression living and working within a military environment?						
How could we have improved your experience in Europe?						

**Section 5: Transition from CAF Overseas School**

The section focuses on your experience teaching within a CAF Overseas School.

<b>Feedback areas</b>	n/a	1	2	3	4	5
<b>CAF Overseas School programs</b>						
Educational program at the school						
Curriculum being taught						
Availability of classroom supplies						
Clarity of school policy and procedures						
Comments						

**ANNEX B - CEMAP 400.12 – Human Resources: LOSA staff arrival feedback**

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<b>Teaching overseas</b>						
Preparation time compared to Canada						
Demands on your teaching time compared to Canada						
Communication in case of personal or professional concerns						
Overall, how satisfied are you with your experience teaching with a CAF Overseas School?						
Comments						
<b>Other</b>						
How could we improve the process associated with your return to Canada?						
Would you apply for another LOSA contract at a CAF Overseas School? Explain.						
Would you recommend the experience of teaching at a CAF Overseas School to a colleague? Explain.						
What other feedback would you like to provide?						