



How are you feeling?

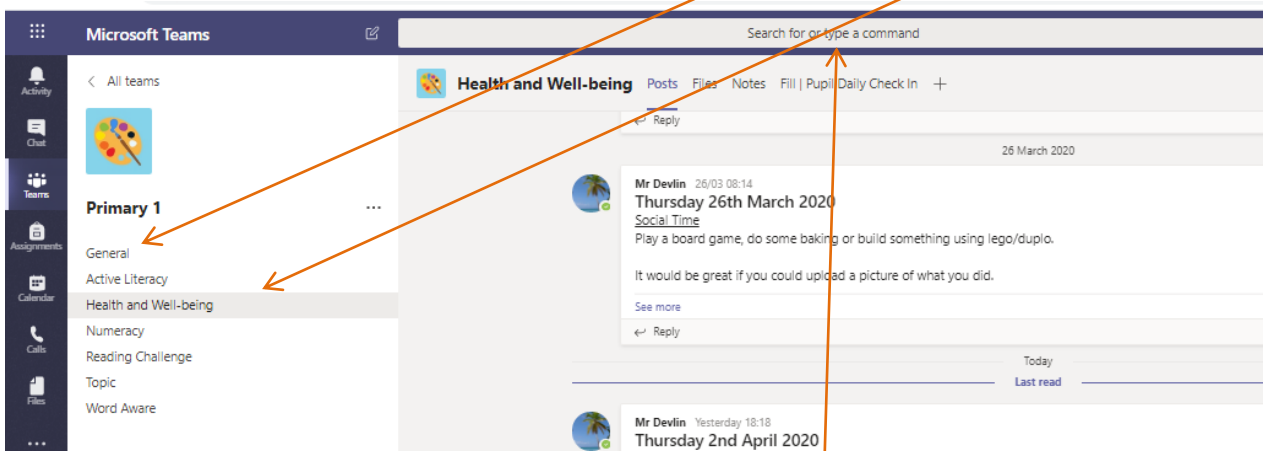
It is important to everyone at Loanhead Primary School that we look after each other, that is what being part of a community is about. So to make sure that we know when you are feeling happy, sad, confused, excited etc we have created a very short form for you to fill in. You can complete this every day or just on days that you want to share how you are feeling.

The answers that you put on your form will let Mrs Milne know how you are feeling as you all know how important this is to Mrs Milne as she cares about each and every one of you.

So here is a quick guide on where you will find the form and how to complete it.

Where will I find the form?

Depending on how your class team is set up, it can be found in one of two places. For some classes it is in the Health and Well-Being channel and for other it's in the General channel.



What is the form called?

The form is called 'Daily Pupil Check In' and it can be found along the list at the top of the page. (It doesn't matter if it's in the General or Well-Being folder, it's in the same place once you click on either of these channels).

Now let's look at the form and how to complete it.

To open the form click on the 'Daily Pupil Check In' – you just need to click on this once. The form will now automatically open and you will see your name has appeared on it.

How do I fill it out?

You will see on the form that there are 3 questions.

Question 1

For this question you just need to click on the star that best shows how you are feeling. For example...

- 10 stars if you are feeling super duper
- 7 stars if you are feeling good and enjoying activities that you are doing
- 5 stars if you are feeling ok but perhaps a little worried or sad about something
- 3 stars if you are not feeling very happy or upset at something or someone
- 1 or 2 stars if you are unhappy or very worried about something or someone.

The screenshot shows a form titled 'Pupil Daily Check In'. At the top, it says 'Hi Susan, when you submit this form, the owner will be able to see your name and email address.' Below this, there is a red asterisk and the word 'Required'. The first question is '1. How are you feeling today? *' followed by ten grey stars. The second question is '2. Why do you feel that way? *' with a text input field containing 'Enter your answer'. The third question is '3. What has been the best part of your day? *' with another text input field containing 'Enter your answer'. At the bottom of the form is a blue 'Submit' button. An orange arrow points from the text 'Question 1' to the star rating. Two orange arrows point from the text 'Question 2 & 3' to the two text input fields. A third orange arrow points from the text 'Submit' to the 'Submit' button.

Question 2 & 3

Type in the answers to these two questions. You can answer as much or as little as you want to put here.

Submit

Once you have answered all 3 questions then click on the submit button and your form is now complete.

If you have any questions please email Mrs Milne at:
amanda.milne@east-ayrshire.gov.uk