

Emotional Literacy Checklists

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The checklists and the Student Score Sheet may be photocopied for use in your school. You may delete the page numbers if you feel they might distract the respondents.

Emotional Literacy Student Checklist

Ages 11 to 16

First name Surname

Date Year group ☐ Male ☐ Female ☐

Here are some questions about you. Please try to answer them as honestly as you can. Read each question and then put a tick in one of the boxes. Make sure you do each question.

Here is an example of how to answer the questions. If you do not think you are good at many things, you would tick the box 'not like me at all'.

	Very like me	Quite like me	Only a bit like me	Not like me at all
I am good at many things.				✓

Now please answer the rest of the questions.

	Very like me	Quite like me	Only a bit like me	Not like me at all
1 I try to listen to other people's views even when I think they are wrong.				
2 I often forget what I should be doing.				
3 I am aware of my own strengths and weaknesses.				
4 I often lose my temper.				
5 A lot of people seem to like me.				
6 I know when people are starting to get upset.				
7 I tend to leave things to the last minute.				
8 When I'm sad, I usually know the reason why.				
9 I get upset if I do badly at something.				
10 I can make new friends easily.				
11 I get annoyed when other people get things wrong.				

Please turn over



Emotional Literacy Parent Checklist

Ages 11 to 16

We would be very grateful if you could complete the attached checklist for your child.

What is this checklist about?

This checklist is part of a set of materials designed to assess the emotional literacy of young people. It asks for the views of parents or primary carers on the emotional literacy of their child. The purpose of the checklist is to discover where young people's strengths are in this area. Should your child be experiencing any difficulties, the result will also help us know how best to support your child.

What is emotional literacy?

Emotional literacy concerns the ability of people to recognise, understand, handle and appropriately express their own emotions, and to recognise, understand and respond appropriately to the expressed emotions of others.

Through looking at emotional literacy, schools are encouraged to focus on important aspects of behaviour and learning, such as the emotions, as well as academic achievement.

How to complete the checklist

There are 25 statements about your child. Any parent or primary carer of the child may answer them, but please answer the questions in the way in which you *personally* see your child. For each statement, put a tick in the box that best describes your child – there are no right or wrong answers.

Confidentiality

Any information you give will be treated in accordance with the Data Protection Act. It will be treated in strictest confidence by the school.

What to do with the completed checklist

Once you have completed the checklist, please return it to the school. Thank you.



Emotional Literacy Parent Checklist

Ages 11 to 16

Child's name Date

School Year group ☐ Male ☐ Female ☐

Please look at each statement and put a tick in the box that best describes how you think your child generally is. There are no right or wrong answers. Please make sure you answer each question. Your responses will be treated in strictest confidence.

	Very true	Somewhat true	Not really true	Not at all true
1 Listens to other people's point of view in a discussion or argument.				
2 Gives up easily when things aren't perfect.				
3 Can name or label his/her feelings.				
4 Is quick tempered and aggressive.				
5 Spends too much time alone.				
6 Is tolerant of people who are different from him/her.				
7 Seems able to shut out distractions when needs to focus.				
8 Tends to have feelings of self-doubt/insecurity.				
9 Is liable to sulk if doesn't get his/her own way.				
10 Finds it difficult to make new friends.				
11 Is insensitive to the feelings of others.				
12 When starts a task, usually follows it through to completion.				
13 Can recognise the early signs of becoming angry.				
14 When things go wrong, immediately denies that it is his/her fault or blames others.				
15 Is liked by a lot of people.				
16 Is very critical of others' shortcomings.				
17 Leaves things to the last minute.				
18 Is aware of his/her own strengths and weaknesses.				
19 Rushes into things without really thinking.				
20 Can make friends again after a row.				
21 Gets annoyed when other people get things wrong.				
22 Keeps trying even when faced with something difficult.				
23 Is easily hurt by what others say about him/her.				
24 Is a bad loser.				
25 Mixes with other children.				

Thank you for completing this checklist. Please return the completed checklist to the school.



Student Score Sheet

Student's name Completed by

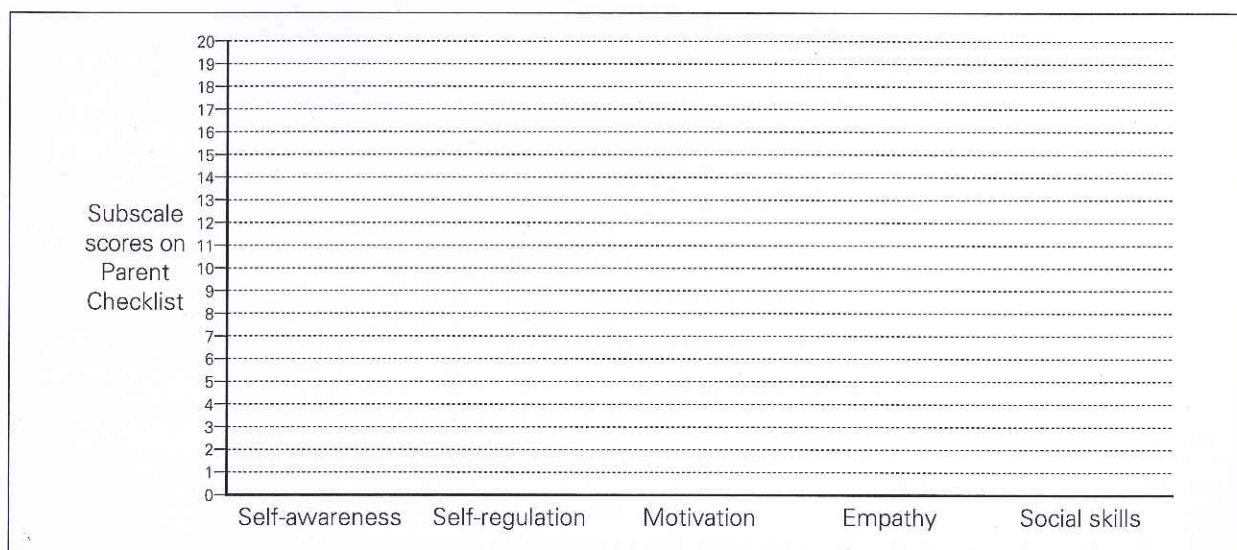
Date Year group ☐ Male ☐ Female ☐

	Overall emotional literacy score	Self-awareness subscale score	Self-regulation subscale score	Motivation subscale score	Empathy subscale score	Social skills subscale score
Student Checklist						
Teacher Checklist						
Parent Checklist						

Profile of subscale scores from the Teacher Checklist



Profile of subscale scores from the Parent Checklist



Emotional Literacy Student Checklist Scoring Key

Ages 11 to 16

Instructions: Place the completed checklist under the scoring key, ensuring that the item numbers are aligned. Do this for both pages of the checklist in turn. Sum the ratings for the ticked responses to obtain an overall emotional literacy score. Remember to sum the scores from both pages. Enter the score on the Student Score Sheet.

	Very like me	Quite like me	Only a bit like me	Not like me at all		Very like me	Quite like me	Only a bit like me	Not like me at all
1	4	3	2	1	12	4	3	2	1
2	1	2	3	4	13	1	2	3	4
3	4	3	2	1	14	4	3	2	1
4	1	2	3	4	15	1	2	3	4
5	4	3	2	1	16	4	3	2	1
6	4	3	2	1	17	4	3	2	1
7	1	2	3	4	18	1	2	3	4
8	4	3	2	1	19	4	3	2	1
9	1	2	3	4	20	1	2	3	4
10	4	3	2	1	21	4	3	2	1
11	1	2	3	4	22	1	2	3	4
					23	1	2	3	4
					24	4	3	2	1
					25	4	3	2	1

Emotional Literacy Teacher Checklist Scoring Key

Ages 11 to 16

Instructions: Place the completed checklist under the scoring key, ensuring that the item numbers are aligned. Sum the ratings for the ticked responses to obtain an overall emotional literacy score. To obtain subscale scores, sum the ticked responses for each subscale in turn and transfer all the scores to the Student Score Sheet.

		Very true	Somewhat true	Not really true	Not at all true
1	EMPATHY	4	3	2	1
2	MOTIVATION	1	2	3	4
3	SELF-AWARENESS	4	3	2	1
4	SELF-REGULATION	1	2	3	4
5	SOCIAL SKILLS	4	3	2	1
6	EMPATHY	1	2	3	4
7	MOTIVATION	4	3	2	1
8	SELF-AWARENESS	1	2	3	4
9	SELF-REGULATION	1	2	3	4
10	SOCIAL SKILLS	4	3	2	1
11	EMPATHY	1	2	3	4
12	MOTIVATION	1	2	3	4
13	SELF-AWARENESS	4	3	2	1
14	SELF-REGULATION	4	3	2	1
15	SOCIAL SKILLS	1	2	3	4
16	EMPATHY	1	2	3	4
17	MOTIVATION	4	3	2	1
18	SELF-AWARENESS	4	3	2	1
19	SELF-REGULATION	1	2	3	4
20	SOCIAL SKILLS	4	3	2	1

Emotional Literacy Parent Checklist Scoring Key

Ages 11 to 16

Instructions: Place the completed checklist under the scoring key, ensuring that the item numbers are aligned. Sum the ratings for the ticked responses to obtain an overall emotional literacy score. To obtain subscale scores, sum the ticked responses for each subscale in turn and transfer all the scores to the Student Score Sheet.

		Very true	Somewhat true	Not really true	Not at all true
1	EMPATHY	4	3	2	1
2	MOTIVATION	1	2	3	4
3	SELF-AWARENESS	4	3	2	1
4	SELF-REGULATION	1	2	3	4
5	SOCIAL SKILLS	1	2	3	4
6	EMPATHY	4	3	2	1
7	MOTIVATION	4	3	2	1
8	SELF-AWARENESS	1	2	3	4
9	SELF-REGULATION	1	2	3	4
10	SOCIAL SKILLS	1	2	3	4
11	EMPATHY	1	2	3	4
12	MOTIVATION	4	3	2	1
13	SELF-AWARENESS	4	3	2	1
14	SELF-REGULATION	1	2	3	4
15	SOCIAL SKILLS	4	3	2	1
16	EMPATHY	1	2	3	4
17	MOTIVATION	1	2	3	4
18	SELF-AWARENESS	4	3	2	1
19	SELF-REGULATION	1	2	3	4
20	SOCIAL SKILLS	4	3	2	1
21	EMPATHY	1	2	3	4
22	MOTIVATION	4	3	2	1
23	SELF-AWARENESS	1	2	3	4
24	SELF-REGULATION	1	2	3	4
25	SOCIAL SKILLS	4	3	2	1