

## Methodology:

### **1. Why using questionnaire?**

The methodology used in STEP-A is quantitative. The purpose of using quantitative method is to quickly generate an index that can give a general idea on the level of preparedness of students, teachers, and school institution. The way to collect information quantitatively, questionnaires are most commonly used. At the end the three components will constitute on what we call by 'School Preparedness Index' in aggregate. Nevertheless, it is also always good to complement the result with qualitative observation as needed.

### **2. What are the parameters?**

There are basically 5 parameters in measuring preparedness in school. The parameters are (1) Knowledge or K, (2) Policy Statement or PS, (3) Preparedness and Response Plan or PRP, (4) Early Warning System or EWS, and (5) Resources Mobilization Capacity or RMC. For teachers and students, the parameters measured will only be (1), (3), (4) and (5). For school institution the parameters will only be (2), (3), (4) and (5). These parameters were scientifically validated of being the critical parameters when we want to measure preparedness in schools, household and local government. The parameters are interlinked with one another. For example: the low index of Knowledge, Attitude and Practice, will influence the low level of Emergency Planning. Further, the low level of preparedness of local government will influence the level of preparedness at individual level and schools, and vice versa. But for this STEP-A application, we will only assess the preparedness index in schools.

### **3. Why differentiating school, teachers and students?**

Teachers and students are main actors in disaster preparedness in school. School principal has the highest authority and responsible to day to day school management.

### **4. Why 20% respondents?**

Engaging 20% of the total student and teacher is statistically viable to represent the preparedness in schools.

### **5. How to analyse?**

Take a look at the end result of your preparedness index. The aggregate index, which also similarly means the total of the index, shows the preparedness level. Is your preparedness index low, moderate or high? Then have a look at what parameters least prepared.