

Student Survey Instructions

The Student Survey makes your entire school a part of the policy making process and a part of your team. This survey will help you understand how the student body feels about different health issues in your school, which will make it easier for you to act as the voice of the people you represent. Remember to try to survey most of the student body, or a representative sample of grades. For instance, if your school is roughly half girls and boys, then about half of the surveys you collect should be from girls, and half from boys (i.e. out of 50 collected surveys, 25 should be from girls and 25 from boys). This will allow you to get a true sense of what the students think about your school health environment.

To complete the student survey we suggest you follow these steps:

1) Decide on the best time to conduct the survey. Take into consideration the amount of time it will take (probably about ten minutes) for each student to fill out the survey. We recommend that you conduct this survey during homeroom period to avoid interrupting class time. However, any available time will work well, especially if students are in a classroom setting. Your adult mentor may have advice on the best time to conduct the survey during the school day.

2) Obtain permission before distribution. Ask your adult mentor for help in obtaining permission to conduct the survey and alerting the teachers in the classes you will be surveying. Communication is the key to ensure that all distributed surveys are passed out, answered, and returned.

3) Distribute, complete, and collect the Student Survey.

a. Make enough copies of the Student Survey to distribute. Try to survey as many students as possible; the more feedback you get, the better.

b. Once students are present and ready, the survey collector (you or the teacher of the class) should hand out the Student Survey.

c. Give one minute for students to read the instructions. The collector should read or paraphrase the following instructions:

“This survey is a part of [name of your student group]’s plan to help improve our school’s health policies. Answering these survey questions honestly, seriously, and thoroughly is in your best interests, because [name of your student group] wants to use your opinions to improve our school environment. Does anyone have any questions?”

d. Collect completed Student Surveys from students, and then collect all surveys for analysis.

4) Use the completed surveys to fill out the Student Survey Score Sheet (found in the section after the Student Survey). Collecting and analyzing data is no easy task, and you shouldn’t feel like you have to attempt the entire survey process alone. You may want to ask your mentor or one of your school’s math or technology teachers to help you do this.