**Sample Text for Parents (School newsletter or parent letter)**

The following text is offered as a suggestion for schools to edit as required:

**WE WANT OUR STUDENTS TO TELL US WHAT THEY THINK!**

We value student voice as a means to improving student engagement, wellbeing and quality instruction and are conducting a survey to find out what your child thinks of our school. The Attitudes to School Survey is an annual student survey offered by the Department of Education and Training to assist schools in gaining an understanding of students' perceptions and experience of school. Our school will use the survey results to plan programs and activities to improve your child's schooling experience.

Students from <<School inserts year levels as applicable - Year 4 to 12, Year 4 to 6, Year 7 to 12 etc.>> at our school will participate in the survey. Your child will complete the survey online during school hours using a purpose built secure online survey tool. It is important to note that we are not in any way “testing” your child. Your child has the right to refuse or withdraw from the survey at any point before, during, or after completion of the survey.

Your child will be provided with a unique login to complete the survey. The student login is an assigned identifier that may be used to link data for statistical and research purposes only. All responses to the survey are kept anonymous in the response file. Personal identification data will not be recorded in the survey response file. This ensures that the confidentiality of your child’s responses is protected at all times.

This year the Attitudes to School survey will be conducted at our school over the period <<Monday 20 April to Friday 12 June>>. The survey only takes 20 minutes to complete and occurs during your child's class time.

The survey results will be reported back to the school at the end of term 2. All survey data that is made available in reports are for groups of students only so that no individual student can be identified. Data suppression rules are used for schools with low student numbers per year level.

<<Your school may indicate that the survey results will be communicated to parents through annual reporting or by some other means.>>.

Last year we used the survey results to plan <<school can insert initiatives that link back to main messages from the 2019 survey>>

If you would like more information, please speak to your child’s teacher or visit: <http://www.education.vic.gov.au/school/teachers/management/improvement/Pages/performsurveyat.aspx>