



## Parent/Guardian Information Letter for SurveyWorks

Dear Parent/Guardian,

The Rhode Island Department of Elementary and Secondary Education (RIDE) is working with your local school and district to offer the state’s student survey, SurveyWorks. WestEd, our vendor, will administer the survey online to help local schools, school districts, and RIDE improve our schools and support better teaching and learning for all students in Rhode Island. The information collected from this survey will help educators working in Rhode Island improve curriculum, school climate, and other school-based programs. Schools, districts, parents, and groups that support schools may use the survey results to understand issues and conditions that get in the way of students’ achieving their fullest potential.

All Rhode Island students in grades 4 through 12 are being asked to participate in this online survey at their school. There are no academic or physical tests involved in the survey and it will take a student about 20 to 25 minutes to complete. Your child’s participation in the survey is voluntary and anonymous; no names will be collected or reported. The survey is available for you to review at [www.surveyworks.ride.ri.gov](http://www.surveyworks.ride.ri.gov) and in the school office.

The survey will ask questions about:

- College and career readiness
- School climate
- Teacher expectations
- School support
- Family and community involvement
- Nutrition and physical activity
- Learning activities
- The condition of school buildings
- Access to resources
- School safety
- Bullying
- Tobacco, alcohol, and drug use
- Technology use
- Truancy \*
- Mental health\*
- Sexual activity\*\*

\* *Middle school and high school survey topic*

\*\* *High school survey topic only*

Certain students may feel uncomfortable answering some of the questions; therefore a school counselor or other qualified professional will be available to assist any student who becomes uncomfortable or simply wishes to discuss some items or topics.

Getting results that represent your child’s school depends on having as many children participate as possible. You may release your child from taking the survey at any point in the process without penalty. If your child does take the survey, he/she may skip any question he/she does not want to answer, or may even stop taking the survey.

If you have any additional questions about this survey, please contact the SurveyWorks Help Desk between 8am and 4pm EST at 1-877-787-5725 or [surveyworks@wested.org](mailto:surveyworks@wested.org). For questions or concerns about your child’s rights as a research subject, you may contact WestEd’s Office of Research Integrity at (877) 493-7833, ext. 3202 or [subjects@wested.org](mailto:subjects@wested.org). To learn more about WestEd, please visit [www.wested.org](http://www.wested.org).

If you do not want your child to participate, please complete the attached form as soon as possible. The school will assume that you give your child permission to take survey if you do not return this slip before October 11, 2013. If you change your mind after that time period, you may e-mail or call the school to let them know. You may return the form to the school office in person, by mail, or by having your child return it for you. Please let your child know if he/she will or will not be taking the survey; if not, then he/she will be given another kind of school activity to do during the survey time. Thank you for your cooperation with this important effort.



## 2013-2014 SurveyWorks Student Survey OPT-OUT FORM

Complete this form **only** if you **do not** wish your child to participate in the survey. Return it to your child's school before October 11, 2013.

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I **do not give permission** for my child to participate in the 2013-2014 SurveyWorks Student Survey. I understand that my child will be assigned to a different activity during the administration of the survey.

Student's Name (please print): \_\_\_\_\_

Student's School (please print): \_\_\_\_\_ Grade: \_\_\_\_\_

Signature of Parent or Guardian: \_\_\_\_\_

Please return this page to your student's school office **only** if you **do not** wish your student to participate. If you allow your child take the survey, you **do not** need to return this form. We appreciate your help with this important survey.