



Hello Principals and Administrators,

### Elementary & K-8 Schools

Safe Routes to Schools is preparing to conduct our bi-annual student FALL survey to measure the number of children traveling to school by various modes. This survey is required by our funding and assesses the success of our program at your school and throughout the county.

***NEW THIS FALL:*** The survey will now be conducted **online**. Schools will no longer receive hard copies of the forms.

Our online survey should take your teachers five minutes or less to complete. We request the survey be conducted on at least two of the following three dates:

Tuesday, Sept 19  
Wednesday, Sept 20  
Thursday, Sept 21

***If you need to do a make-up time, we suggest September 26-28. Please do not conduct the survey on October 4 - International Walk & Roll to School Day.***

Process for distributing on-line survey to teachers:

- Safe Routes to Schools will email specific instructions including the link to your school's online survey a week before the start date.
- School administrators, please email survey instructions to each class room teacher by September 13.
- Safe Routes to School will email administrators a reminder notice if a school has not submitted a valid number of completed surveys by Sept 25 .

If you or your teachers have questions or need help navigating the new survey process, please contact us.

*Thank you for your cooperation in conducting this survey and for allowing us to bring Safe Routes to Schools to your school.*

Thank you,  
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