



Hello Principals and Administrators,

### **Middle & High 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 gives us an assessment of the success of our program at your school and throughout the county.

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

**WHERE to conduct the survey:** In Homeroom, First Period, Advisory, or another period that is required for all students.

**WHEN to conduct the Survey:**

Please tally “green trips” the week of Sept 19-21 using **one** of the two options below. Collecting data for three days is preferred and provides better data for analysis.

**Option 1** Conduct the survey on at least two of the following three dates:

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

**Option 2** Conduct the survey on Wednesday with students reflecting back (Tuesday) and projecting forward (Thursday). Example – How did you get to school today? How did you get to school yesterday? How do you plan to get to school tomorrow?

***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 on 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.

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