**Delaware School Climate Survey - Home Survey Tips**

**HOME SURVEY ACCESS:**

* It’s key to send/email a signed letter or message home to parents and caregivers to explain the purpose and procedures of the survey. Don’t reinvent the wheel!
  + **Sample letters** available here: (<https://www.delawarepbs.org/school-climate/administration-of-survey/>).
* Catch parents/guardians/caregivers when they are already in your building! Have dedicated computers at all-school events during the open survey window. You can post the HOME link for survey access on the spot.
* Home-English Survey link for all enrolled schools: <https://delaware.ca1.qualtrics.com/jfe/form/SV_54FgdPaoj89MlG6>
* Home-Spanish Survey link for all enrolled schools: <https://delaware.ca1.qualtrics.com/jfe/form/SV_9TbJD58TvG27Jbg>



2024 DSCS

Home-**English** Survey



2024 DSCS

Home-**Spanish** Survey

**INCREASE COMPLETION RATES:**

* Review the [**flyer**](https://www.delawarepbs.org/wp-content/uploads/2023/03/HOME-Survey-Flyer-template.docx) template and consider personalizing the information to your school and distributing (electronically and/or via paper) to parents. Last year’s school climate data report includes the percentage of parents who completed the survey.
  + In your HOME report, look on the bottom of page 4 before the graphs.  You will see “Survey Completion Information” and the percentage of parents in your school who completed the survey.
  + At the bottom of the flyer, you can insert directions for parents to complete the survey. Provide the Home Survey links.
* Sending **reminders** home can help increase response. Utilize school newsletters, website, door or carline signs, email/phone blast messages, etc.  Include your goals and how you have previously used parent feedback.
  + With these reminders, consider including 1-2 simple examples of how survey data is valued and/or has been used by the school previously.
    - For example:“Last school year, our Total School Climate score was very positive [can insert score from last year’s data report], but we want to see if our efforts this year [insert efforts/initiatives] are helping our school to stay a positive environment for you and your children.”
  + Set and share a **participation goal**!
    - For example:“We had [insert parent participation number from last year’s data report] families complete the survey last year. Let’s break this record this year and get [insert goal number]!”

**WE’VE GOT OPTIONS!:**

* Did you know that our online surveys are **cell phone** ready?
* A **Haitian Creole** version of the HOME School Climate Survey, along with the accompanying letter of explanation, can be accessed on the DE-PBS website to print, copy and provide to parents as needed.

**FAQs from Participants:**

These are our two most frequently asked questions from school climate survey participants. The responses to these questions may be helpful to you if parents, students, or staff ask similar questions. If other questions about the survey arise, feel free to contact us.

* **1. Why do some questions on the surveys seem repetitive?**
  + Similar items are asked in order to create subscale scores, which are calculated by adding scores from 3 to 5 individual survey items that tap into the same aspect of school climate. These scores provide schools with more robust information about a given area of focus, such as student-student relations, bullying, and staff relations, than individual items.
* **2. Why is there no “N/A” or “Neutral” response option?**
  + The response choices do not include an “N/A” or “neutral” option because respondents will more than likely select those options when available instead of committing to options such as “agree” or “disagree.” When looking at data, “N/A” or “neutral” responses tell us less about individuals’ perceptions and are less useful in decision making. Therefore, on the DSCSs, respondents are asked to make a choice that best aligns with the way they feel about each item.