

Student Survey K-3 Proctor Script

Dear Proctor:

Read the script in its entirety while displaying the student instructional slides. For the **text in bold** you will read it aloud to your students.

Slide #1

How to take a Student Survey

Say:

'Friends, today we're going to take a short survey. That means you'll answer some questions to help us learn about your school experience. There are no right or wrong answers—just your honest thoughts!'

Continue to next slide.

Remember...

- ★ Your answers help teachers make school even better!
- ★ There are no right or wrong answers-just do your best.



Say:

'Remember, this is not a test. Just tell us what you think! Your answers will help your teachers and school make learning fun and helpful for everyone. There are no right or wrong answers, just do your best.'

Continue to next slide.

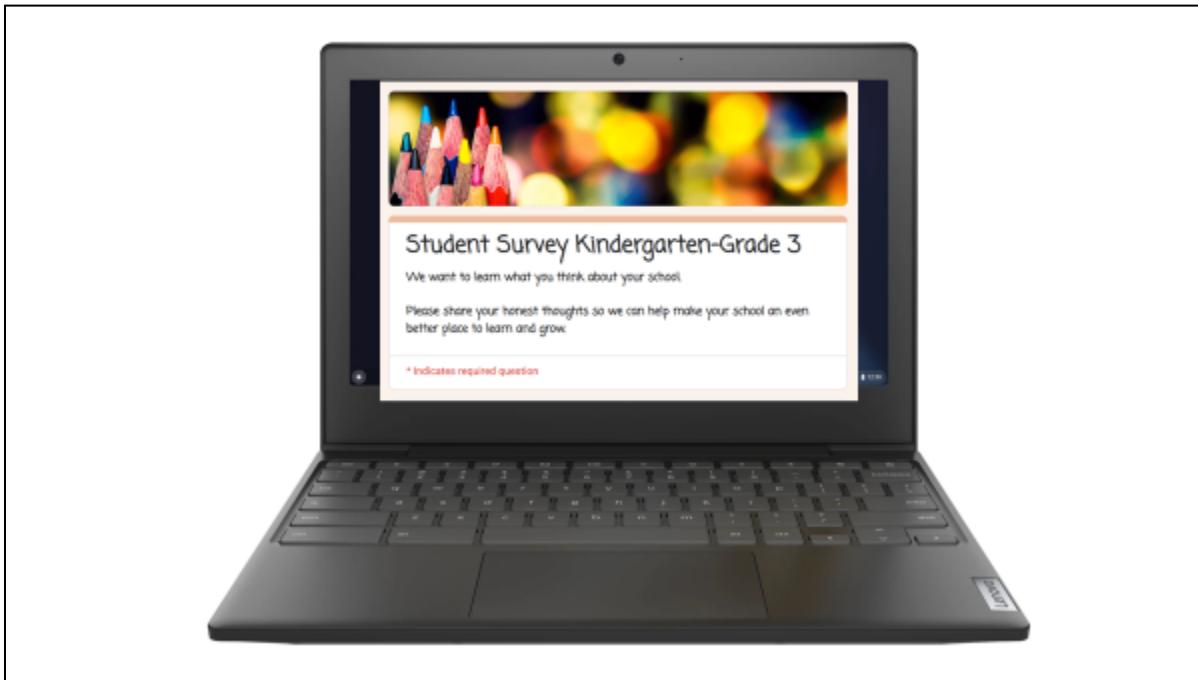


Say:

'You'll take this survey on a device like a computer or tablet. I'll help you get started!'

Continue to next slide.

Slide #4

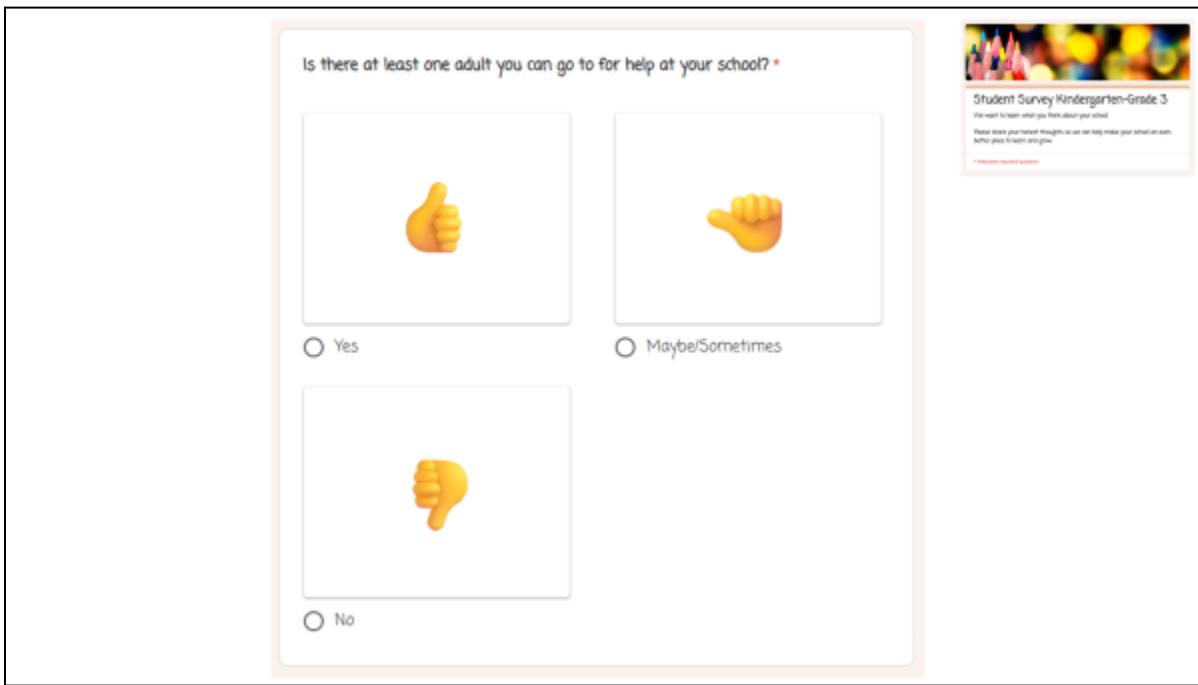


Say:

'First, we'll go to a website. I'll show you the link.'

Continue to next slide.

Slide #5



Is there at least one adult you can go to for help at your school? *

 Yes

 Maybe/Sometimes

 No

Student Survey Kindergarten-Grade 3
We want to learn what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
*Indicates required question

Say,

“Under each question, you will see answer choices.” [Pause.]

“Choose the best answer choice for you.” [Pause.]

“After you have picked an answer to the question you will look at me to show you are ready”

Continue to next slide.

<https://forms.gle/SZZsPuhS9EW7hmMaA>

A decorative image of several colorful pencils (blue, pink, yellow) arranged in a cluster, with a yellow star icon to the right.

Student Survey Kindergarten-Grade 3

We want to learn what you think about your school.

Please share your honest thoughts so we can help make your school an even better place to learn and grow.

* Indicates required question

Say:

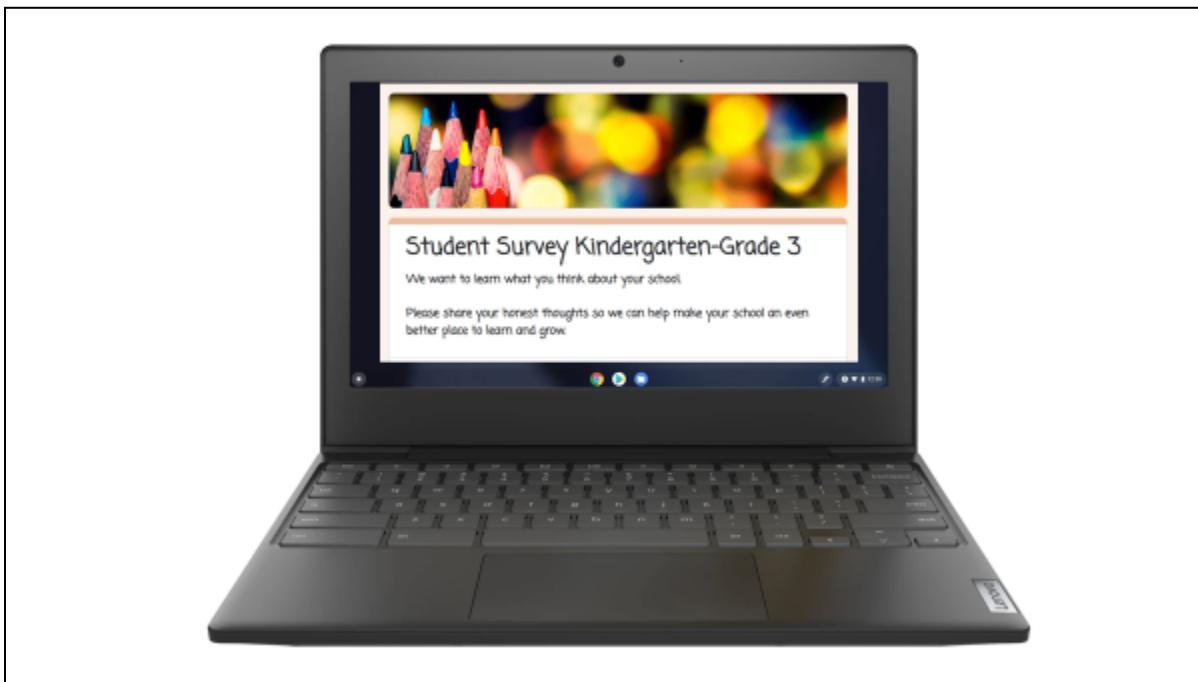
'First, we'll go to a website. When you are at this website, give a thumbs-up.'

Check each student for confirmation they are on the correct page.

Support as needed.

Link <https://forms.gle/SZZsPuhS9EW7hmMaA>

Continue to next slide.



Say:

‘I will read each of the questions to you and you will choose and select one answer.’ [pause]

‘Follow along on your screen as I read’ [pause]

‘Are there any questions before we begin?’ [pause]

“This is the Student Survey Kindergarten through grade 3”

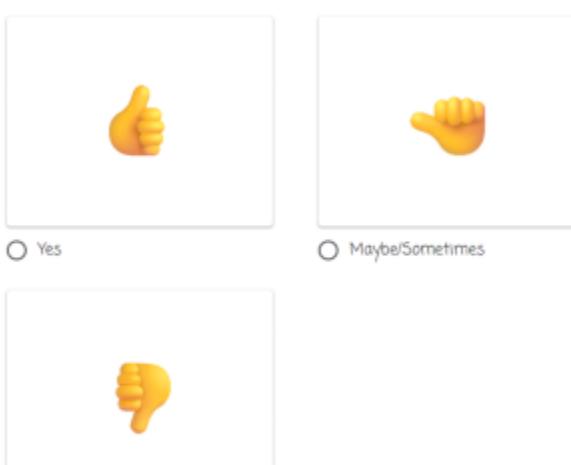
“We want to learn what you think about your school. Please share your honest thoughts so we can help make your school an even better place to learn and grow.’ [pause]

“We will now start with the first question.”

Continue to next slide.

Slide #8

Is there at least one adult you can go to for help at your school? *



Yes Maybe/Sometimes No

Student Survey Kindergarten-Grade 3
We want to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
[Submit your responses](#)

Read Aloud:

“Is there at least one adult you can go to for help at your school?”

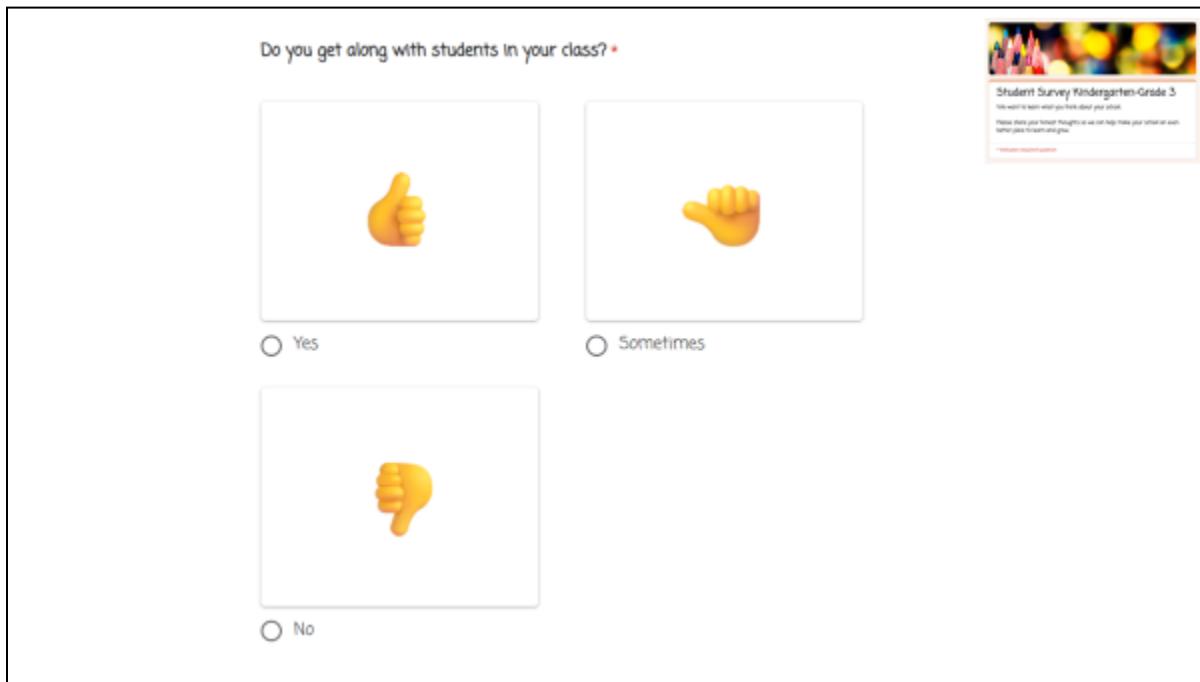
“Yes” (point to thumbs up) ***“there is at least one adult I can go to for help at my school”***, ***“Maybe/sometimes”*** (point to thumb in the middle), ***“no”*** (point to thumbs down) ***“there is no adult who I can go to for help at my school.”***

[Pause for student answer submission]

Continue to next slide.

Slide #9

Do you get along with students in your class? *



Yes

Sometimes

No

Student Survey Kindergarten-Grade 3
We want to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
[Student Survey Home](#)

Read Aloud:

“Do you get along with students in your class?”

“Yes” (point to thumbs up) ***“I get along with students in my class”***,

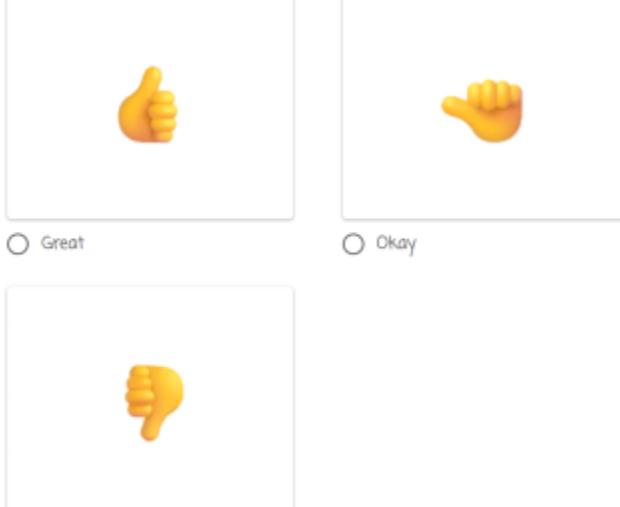
“Sometimes” (point to thumb in the middle), **“no”** (point to thumbs down) ***“I do not get along with the students in my class.”***

[Pause for student answer submission]

Continue to next slide.

Slide # 10

How well do your teachers help you understand your work? *



Great Okay Bad


Student Survey Kindergarten-Grade 3
We want to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
[Submit my responses](#)

Read Aloud:

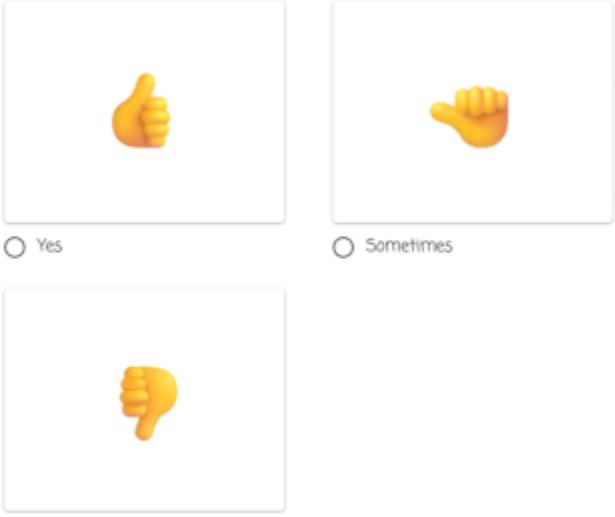
“How well do teachers help you understand your work?”

“Great” (point to thumbs up) ***“my teachers are great at helping me understand my work”***, ***“okay”*** (point to thumb in the middle), ***“bad”*** (point to thumbs down) ***“my teachers are bad at helping my understand my work”***

[Pause for student answer submission]

Continue to next slide.

Do you know what you are expected to learn in your classes? *



Yes Sometimes No



Read Aloud:

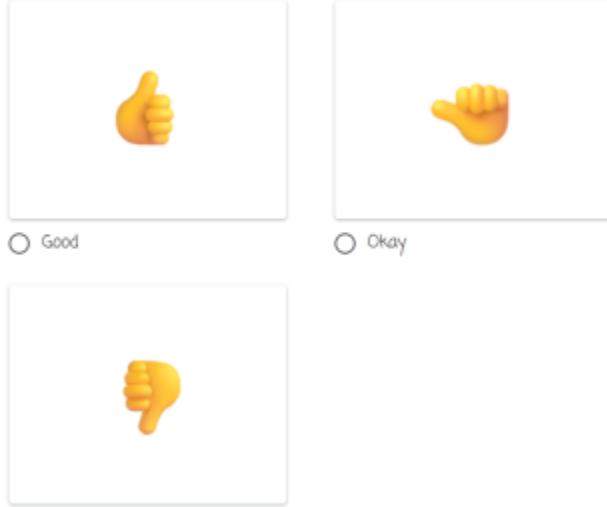
“Do you know what you are expected to learn in your classes?”
“Yes” (point to thumbs up) ***“I know what I am expected to learn in my classes”***, ***“Sometimes”*** (point to thumb in the middle), ***“no”*** (point to thumbs down) ***“I do not know what I am expected to learn in my classes.”***

[Pause for student answer submission]

Continue to next slide.

Slide # 12

How do you feel about the classroom learning activities? *



Good Okay Bad

Student Survey Kindergarten-Grade 3
We want to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
[Student Survey Information](#)

Read Aloud:

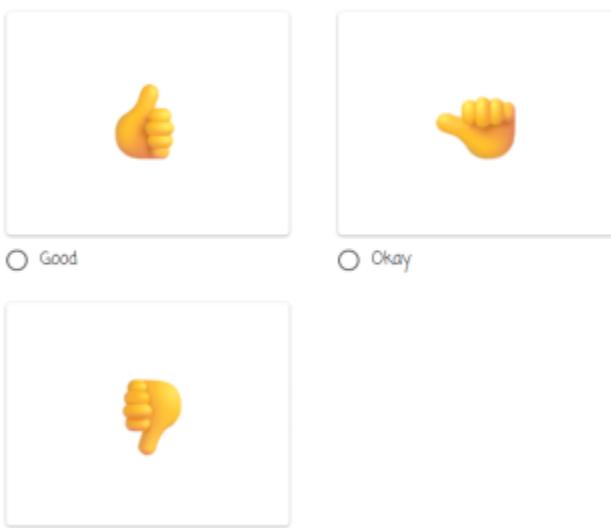
“How do you feel about the classroom learning activities?”
“Good” (point to thumbs up) **“I feel good about my classroom learning activities,** **“Okay”** (point to thumb in the middle), **“no”** (point to thumbs down) **“I feel bad about my classroom learning activities.”**

[Pause for student answer submission]

Continue to next slide.

Slide #13

How do you feel about coming to school each day? *



Good Okay Bad

Student Survey Kindergarten-Grade 5
We would like to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
Submit your responses

Read Aloud:

“How do you feel about coming to school each day?”

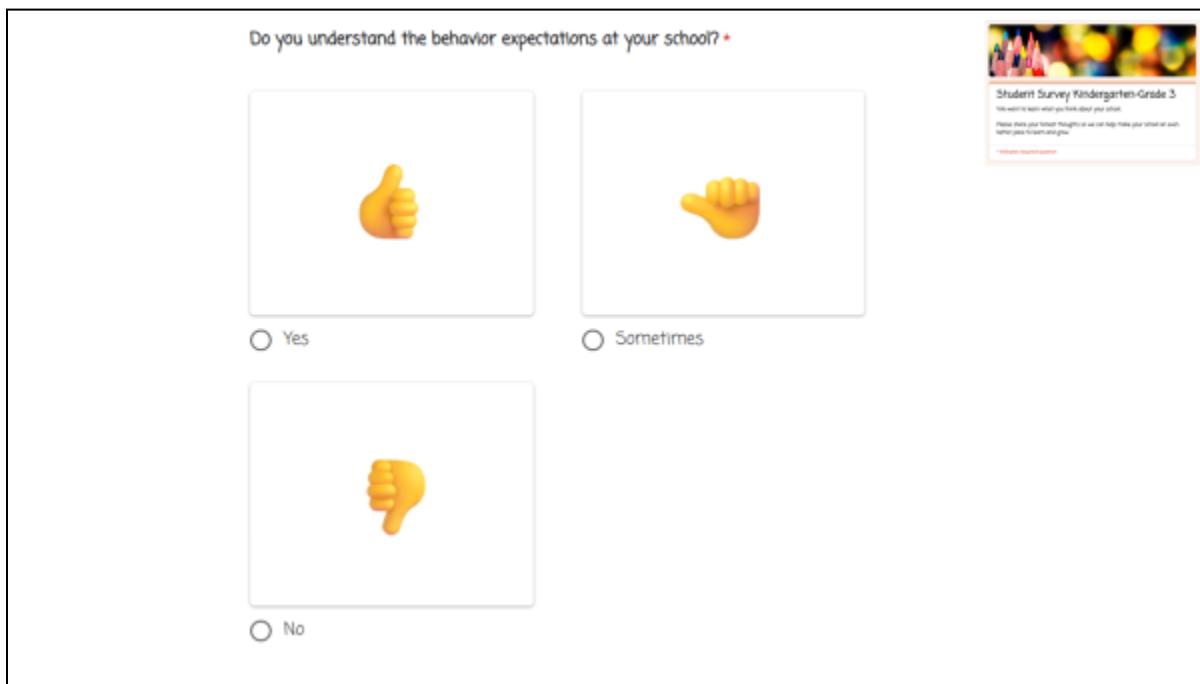
“Good” (point to thumbs up) ***“I feel good about coming to school each day, “Okay”*** (point to thumb in the middle), ***“no”*** (point to thumbs down) ***“I feel bad about coming to school each day.”***

[Pause for student answer submission]

Continue to next slide.

Slide #14

Do you understand the behavior expectations at your school? *



Student Survey Kindergarten-Grade 3
We want to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
Submit responses

Yes

Sometimes

No

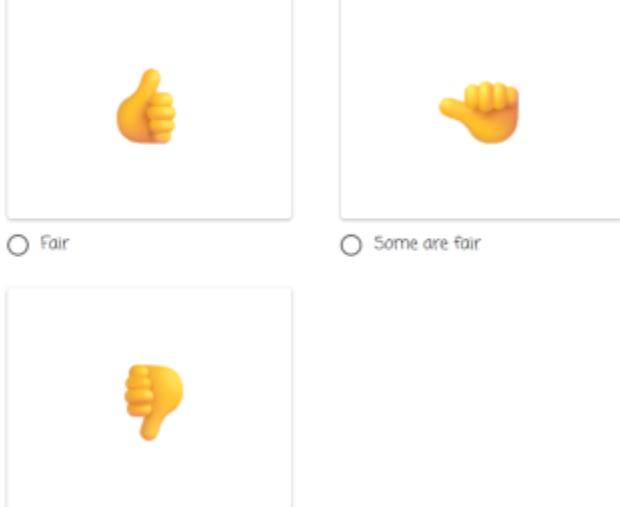
Read Aloud:

“Do you understand the behavior expectations at your school? ”
“Yes” (point to thumbs up) ***“I understand the behavior expectations at my school”***, ***“Sometimes”*** (point to thumb in the middle), ***“no”*** (point to thumbs down) ***“I do not understand the behavior expectations at my school.”***

[Pause for student answer submission]

Continue to next slide.

How fair are the behavior expectations at your school? *



Fair Some are fair Not fair

Student Survey Kindergarten-Grade 3
We want to know what you think about your school.
Please share your honest thoughts so we can help make your school an even better place to learn and grow.
Submit responses

Read Aloud:

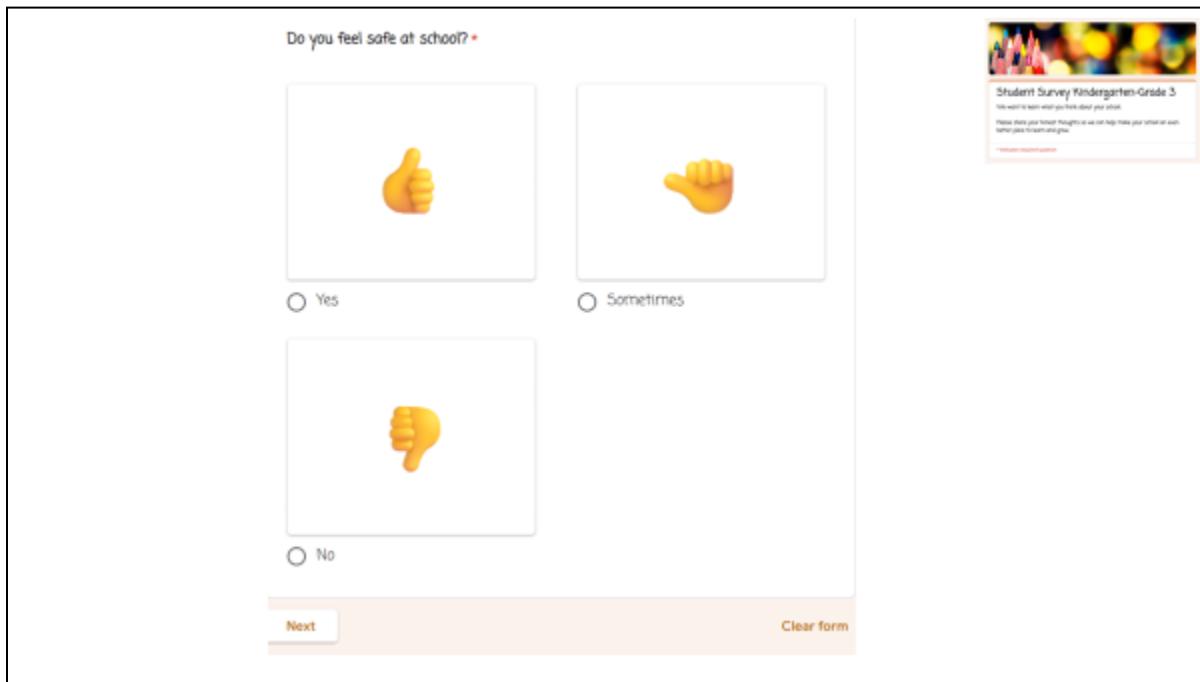
“How fair are the behavior expectations at your school?”
“Fair” (point to thumbs up) ***“The behavior expectations are my school are fair”***, ***“Some are fair”*** (point to thumb in the middle)
“Some of the behavior expectations are my school are fair.”, ***“not fair”*** (point to thumbs down) ***“The behavior expectations are my school are not fair”***

[Pause for student answer submission]

Continue to next slide.

Slide #16

Do you feel safe at school? *



Yes Sometimes No

Next Clear form

Read Aloud:

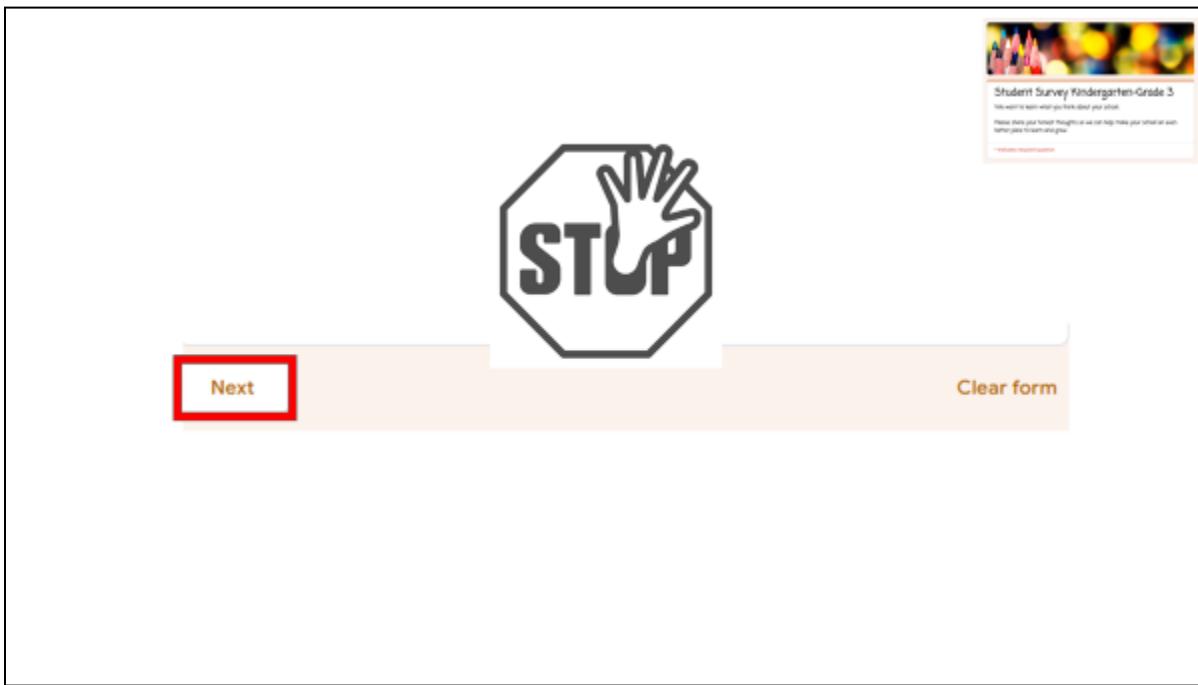
“Do you feel safe at school?”

“Yes” (point to thumbs up) ***“Yes, I feel safe at school.”***,

“Sometimes” (point to thumb in the middle), ***“no”*** (point to thumbs down) ***“No, I do not feel safe at my school.”***

[Pause for student answer submission]

Continue to next slide.



Say:

“This is the end of the first section of your survey. The next part of our survey is questions about you. Please, press the next button and wait for instructions.”

Continue to next slide.



Section 2 of 2

Demographics

What is your current grade level? *

Kindergarten

Grade 1

Grade 2

Grade 3

Point to the question. Say:

“This says, ‘What is your current grade level?’ We are in _____ grade.” Point to your class’ grade level. ***“You will select _____.*** ***Then stop for your next direction.”***

[Pause for student answer submission]

Continue to next slide.



Section 2 of 2

Demographics

What is your race? (mark all that apply) *

American Indian or Alaskan Native

Asian

Black or African American

Native Hawaiian or Pacific Islander

White

I prefer not to answer

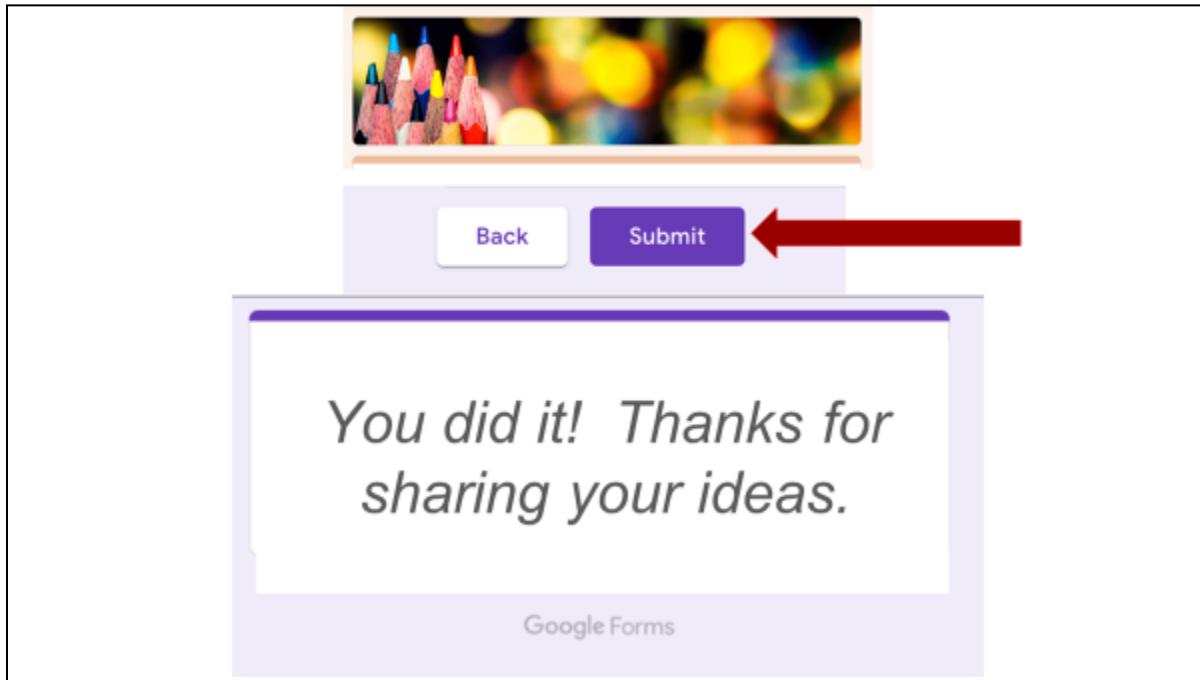
Point to the question. Say:

“The next question says, ‘What is your race?’ [Pause.]
“I will come around to each of you to help you answer this question. Please, keep your computer open and wait quietly for me to come to you.”

Support each student with their selection.

Continue to next slide.

Slide #20



Say:

“Now you have answered all the questions and you will click the button that says submit.” Point to the submit icon.

“You did it! Thank you for sharing your ideas and helping to make our school a better place.”