[School Letterhead]

Dear Parent/Caregiver,

As part of our school planning process, [name of school] will be participating in an online school perception survey for students called the OurSCHOOL Student Survey. [name of school] has been using this survey since [years]. Based on how students respond to the questions in the survey, we can make changes to improve their experiences at school and engage their participation in school activities.

The OurSCHOOL Survey can help tell us about the students, their health, and school-related outcomes. The survey measures include such topics as emotional and social well-being, physical health, and behaviours and attitudes linked to student success. Some of these questions may seem personal in nature, but they help tell us more about your child to make sure that all our school planning decisions work equally well for all students.

Participation in the survey is entirely voluntary. Your child will not take part if either you or your child do not wish to. If, during the survey, your child is uncomfortable answering any question, he/she should leave it blank and move on to the next one. Your child can stop the survey at any time. All responses will be kept confidential. Reports will combine all student responses and it will not be possible to single out individual students in the results at the school level. However, the survey is not anonymous, as student responses will be linked to their student id for district-level analysis.

The time required to complete the survey may vary, but it is designed to be completed in approximately [25-50] minutes during school hours.

Who: grade 4 to grade 12

When: [dates of implementation]

If you have questions, would like to request more information about the upcoming survey, or would like to opt out, please contact [name and contact information].