Dear Parent/Guardian,

[name of school] will be participating in an online school survey for parents and guardians called the OurSCHOOL Parent Survey. We invite you to review the information below, and complete the survey using the login information provided.

Who: [all parents/guardians, parents/guardians with children in specific grades, etc.]

When: [dates of implementation/deadline for participation]

Where: [at your convenience, during a school event, etc.]

Why: [provincial mandate, school improvements, etc.]

The OurSCHOOL Parent Survey gives you the chance to **provide your feedback** **anonymously** into school initiatives. It’s voluntary, but we encourage you to participate, so we get a better understanding how you feel the school supports learning, positive behaviour and promotes a safe and inclusive environment.

The survey takes approximately 20 minutes to complete and must be completed in one sitting. For more information about the OurSCHOOL Parent Survey, please visit The Learning Bar Inc.’s website: [www.thelearningbar.com](http://www.thelearningbar.com).

[select one of the following two options]

[If using **unique, individual logins** for each participant:]

**To access the survey:**

1. Go to [www.ourschool.net](http://www.ourschool.net)
2. Enter your login information

Username: XXXXXX

Password: XXXXXX

1. Click on “Begin Survey”

[If using a **single, master login** for all participants, insert the link below:]

**To access the survey**,go to [insert link]

If you have questions or would like to request more information about [name of school]’s upcoming implementation of the OurSCHOOL Parent Survey, please contact [name and contact information].