

Family Engagement Short Survey

UCS Family Engagement Toolkit

Designed For

Program leads, Special Olympics liaisons.

Time Estimate

Approximately 5 minutes for parent/family member to complete the survey; additional time to collect and analyze results, depending on how many surveys are completed; optional – some time to input the survey into an online format if desired.



**Enhance Communication
with Families from
Diverse Communities**

Why would I use this tool?

Family members want to be engaged in Unified Champion Schools (UCS) programs that involve their children with and without disabilities. This quick survey can be used at any time during the school year to determine if family members feel welcome and have a sense of belonging.

The survey is provided in English and Spanish.

When should I use this tool?

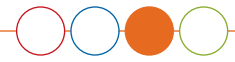
You can share this short survey with families at regular intervals to learn how engaged they are with UCS at your school. For example, you can ask parents to take the survey at the beginning, middle, and end of the school year to measure changes in how engaged they feel.

How should I use this tool?

You can print this document and share it with parents and families or create an electronic version that can be emailed or texted to families.

You can use free online tools like Google forms to create a simple survey. Online survey tools can be accessed through mobile phones using a link or a **QR code**, which may be more convenient and accessible to some families.

QR codes provide links to websites; you can search online for free QR code generators to use in your materials.



What do I do after parents complete the survey?

One approach is to enter the questions into a tool like Google Forms, which will collect and analyze the data for you. This and other similar tools can provide web links, QR codes, or links for mobile devices.

If you share the survey multiple times during the school year (e.g., at the start, middle, and end of the year) you can also look at trends—are you doing a better, worse or the same job at engaging parents?

How do I interpret the results?

It is important to note that unless you have a 100% response rate from parents, you cannot be sure that the responses represent **all** parents. However, you can get an idea of what **some** parents are thinking or how they feel about their engagement with UCS from their responses.

How do I share the results?

You can share the results with other UCS staff, the school administrator, and parents. One way to share results is to list the questions and the average rating for each item and list the open-ended comments (or summarize them).

A great way to understand the results is to share the overall summary of ratings and comments back to the parents. This helps them see that you are paying attention, and it may lead to additional helpful conversations about how UCS can engage with families.



Family Engagement Toolkit Resources

You may access **Technology Tools for Communicating with Linguistically Diverse Families** [here](#). It can help you identify a translation app if you need the Family Engagement Short Survey in a language other than English or Spanish.



Special Olympics Unified Champion Schools (UCS) Family Engagement Short Survey

Your child takes part in the Special Olympics UCS program at [name of school]. This includes [types of activities at your school]. We want to know how involved and included you feel with the UCS program to help us identify areas of improvement and/or success.

Please check the box (X) for the rating that best matches your opinion.

Your Name (optional): _____

	Never	Rarely	Sometimes	Often	Always
I know what is going on with UCS activities at the school.					
I feel welcome to attend UCS activities or events.					
I am encouraged to help plan UCS activities or events.					
When I have a question about UCS, I feel comfortable asking [insert name of UCS coach or teacher] at school.					
[insert name of UCS coach or teacher] listens to me when I have concerns about UCS.					
I receive communications about UCS activities in a timely manner.					
My child receives the support they need to participate in UCS.					
My child feels included in UCS activities and events.					

What can the UCS staff do to help you and other families get more involved in UCS activities and events?

If you would you like someone from the school to follow up with you about your survey responses, please provide your contact information: _____

Thank you for completing the survey! Your responses will help us to identify areas of improvement and/or success. Please feel free to contact [insert name, phone email] with any additional comments or questions.

Please return this survey to [insert name of school staff and/or email address here]



Special Olympics Unified Champion Schools (UCS) Encuesta Corta de Involucramiento Familiar

Su hijo/a participa en el programa Special Olympics de UCS en [name of school]. Esto incluye [types of activities at your school]. Queremos saber qué tan involucrado e incluido se siente con el programa UCS para ayudarnos a identificar puntos de mejora y de éxito.

Por favor, marque la casilla (X) con la valoración que mejor refleje su opinión.

Su Nombre (es opcional): _____

	Nunca	Rara vez	Algunas veces	A menudo	Siempre
Sé lo que está ocurriendo con las actividades de UCS en la escuela.					
Me siento bienvenido(a) a asistir a las actividades o eventos de UCS.					
Me siento animado a ayudar a planear actividades o eventos de UCS.					
Cuando tengo una pregunta sobre UCS, me siento cómodo(a) preguntándole a [insert name of UCS coach or teacher] en la escuela.					
[Insert name of UCS coach or teacher] me escucha cuando tengo inquietudes sobre UCS.					
Recibo información sobre las actividades de UCS a tiempo.					
Mi hijo/a recibe el apoyo que necesita para participar en UCS.					
Mi hijo/a se siente incluido/a en las actividades y eventos de UCS.					

¿Qué puede hacer el personal de UCS para ayudarle a usted y a otras familias a involucrarse más en las actividades y eventos de UCS?

Si desea que alguien de la escuela se comunique con usted sobre sus respuestas, por favor anote sus datos de contacto aquí: _____

¡Gracias por completar la encuesta! Sus respuestas nos ayudarán a entender lo que estamos haciendo bien y/o en lo que podemos mejorar. Si tiene algún otro comentario o pregunta, por favor contacte a [insert name, phone email].

Por favor devuelva esta encuesta a [insert name of school staff and/or email address here].



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Family Engagement Toolkit

For questions or comments about the Toolkit, please contact:

ucs@specialolympics.help