

The Principal's Guide to Family Surveys



This year, Leon County Schools has partnered with Panorama Education to administer surveys to families with students in grades 3 to 12. These surveys will enable us to better understand our strengths and how we can better support our students.

HOW IT WORKS

Elementary student families will be surveyed on family engagement, family support, barriers to engagement, and learning behaviors.

Secondary student families will be surveyed on family engagement, family support, barriers to engagement, and school safety.

Families will log into their survey online, at surveys.panoramaed.com/leonschools.

Families will enter their access code, based on their children's school. Access codes are listed on the back of this sheet by school name.

As your school's principal, we ask you to support this effort by announcing this survey launch and encouraging families to take this survey. The survey will be open from April 30th until May 11th. Feel free to e-mail support+leonschools@panoramaed.com for help!

TRACK RESPONSES

You should have received an e-mail from Panorama giving you access to your school's Response Rate Dashboard. This can be a great way to track the number of responses you have received from your school's family. If you see that your school's response rates are low, we strongly encourage you to send out a reminder to your families. A high response rate is vital to receiving actionable and valuable data to improve your school.

TIPS & TRICKS

FOR SURVEY ADMINISTRATION

- ✓ Use **school newsletters and e-mail blasts** to share survey information
- ✓ Lean on existing, automated systems to send out **reminder messages to families**
- ✓ Set up a **"survey-taking room"** during a popular event, such as parent-teacher conferences
- ✓ Post information about the survey on **school websites or social media accounts**



Survey Access Codes



The table below provides a list of Family Survey Access Codes. Families should use the code of the school their child attends. The survey will be open from April 30th until May 11th, and is available at surveys.panoramaed.com/leonschools.

SCHOOL NAME	ACCESS CODE
Bond Elementary	bond
Pineview Elementary	pineview
Riley Elementary	riley
Chaires Elementary	chaires
Woodville K-8 School Elementary	woodville
Tallahassee School of Math and Science K-8 Elementary	tsms
Sabal Palm Elementary	sabalpalm
Fairview Middle School	fairview
R. Frank Nims Middle School	nims
Sealey Elementary	sealey
Griffin Middle School	griffin
Springwood Elementary	springwood
Amos P. Godby Hugh School	godby
Apalachee Elementary Tapestry Magnet School of Arts	apalachee
James S. Rickards High School	rickards
Fort Braden PreK-8 School-Elementary	fortbraden
Second Chance @ Ghazvini	secondchance
Success Academy @ Ghazvini	success
Oak Ridge Elementary	oakridge
Astoria Park Elementary	astoriapark
Hartsfield Elementary	hartsfield
Ruediger Elementary	ruediger