STUDENT VOICE: THE ASK TOOL
A Practical Tool for Implementing Student Voice

WHAT IS "ASK"?
Analyzing Surveys with Kids

In a nutshell:
Analyzing and interpreting surveys with students in order to make suggestions and take actions for school improvement

What survey?
You can use survey data available from the district, or have students create their own!

Who will be involved?
Teachers, counselors, or principals can take the lead
Recruit a diverse group of students to help facilitate this activity

STEP 1: PLAN
Describe the Purpose
What will you use the ASK tool for?
Get student feedback on important issues they want to explore

Plan the Logistics
Determine where students will work and meet
Provide students with materials (paper, pens, markers, worksheets)

Recruit Participants
Identify an adult facilitator to lead the student group
Number of participants depends on your specific school needs

STEP 2: CONDUCT
Prepare the Students
Teach students how to summarize survey data
Have students practice with each other what you've taught them

Analyze and Interpret
Teach students how to explain the survey results
Have students look for trends and patterns in the data
Students will identify the most important issues to be addressed

Solutions and Actions
Collaborate with students to determine possible actions the school can take towards improvement based on survey findings

STEP 3: ACTION
Form an Action Team
Determine which students and adults will lead the action team
Set up an action team meeting to establish goals and a plan

Implement the Plan
Determine who will play what roles in carrying out the plan
Set up regular meetings to keep open communication
Encourage students to move one step at a time!

Monitor Progress
Set up a debriefing meeting to gather information on experiences
Determine if effort was successful and what can be improved
Keep monitoring changes over time

ADDITIONAL RESOURCES & WORKSHEETS:
https://www.washoeschools.net/Page/4472