

# 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  
Who will be taking this survey?  
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  
Resource: Narrative Statements Worksheet

### 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  
Resource: Why (Y) Worksheet

### Solutions and Actions

Collaborate with students to determine possible actions the school can take towards improvement based on survey findings  
Resource: More or Less Worksheet



## 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!  
Resource: Action Planning Worksheet

### 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>