The Active Lives Survey for Children and Young People in 2020
For all Independent and State Schools in Dorset.
Dear Colleague,

The Active Lives Children and Young People Survey is a national survey that is key to understanding how children and young people engage with sport and physical activity, both in and out of school. It is the largest survey of its kind and focuses on children age 5-15.

The data collected from the pupils at your school will be invaluable in understanding not only their levels of participation but also attitudes to sport and physical activity which will ultimately help shape future policy and investment.

The survey is carried out by Ipsos MORI on behalf of Sport England and Government departments with support from a national network of Active Partnerships (APs) who work in England and Government departments with support from a national network of Active Partnerships (APs) who work in partnership with us to support local communities.

The Active Lives Children and Young People Survey is both world-leading and the largest of its kind. It complements the Chief Medical Officer (CMO) guidelines which recommend that all children and young people between the ages of 5-18 years, should be moderately to vigorously active for an average of at least 60 minutes every day. The Department of Health and the Department of Education recommend that 30 minutes of that hour, should take place during the school day, when schools are in session.

This survey will give your school a unique perspective – one which will highlight the behaviours/attitudes towards being physically active of your own cohort of children and young people.

Current Picture
Sport England has published the second annual Active Lives Children and Young People report for England. The report, covering the academic year 2018/19, was published on the 5th December 2019 with figures showing an increase of 3.6% in the number of children in England doing an average of 60 minutes or more of physical activity a day. That means that almost half (46.8%) of the nation’s children and young people are meeting the Chief Medical Officer’s recommended level, with the increase driven by more out of school activity – including increases in active play, team sports and walking.

Outside of school - 57% are active for an average of 30 minutes or more
During school - 40% are active for an average of 30 minutes or more

This survey will give your school a unique perspective – one which will highlight the behaviours/attitudes towards being physically active of your own cohort of children and young people.

CONGRATULATIONS
Sport England has randomly selected your school to participate in this term’s Active Lives Survey for Children and Young People. All information which you require to facilitate the smooth running of a survey, is available in this guide.

Director of Children and Young People,
Sport England
How Schools are Involved

Schools are randomly selected and invited to participate by Sport England. Typically, a school will be invited to survey three individual classes in the school, and one teacher. Schools have an option to ‘top up’ their classes, to include all young people in their school, if desired.

Non-selected schools can also ‘opt in’ to participate in the survey. Their data is kept separate from the National Survey, but such schools are still eligible for some of the benefits listed below.

Benefits to the School
- A School Report
- Credits for Equipment
- A Healthy Schools Rating

School Report

Sport England will issue schools with a bespoke report about their children and young people. The survey is online, school-based and covers measures of children’s activity levels, physical literacy, swimming proficiency, well-being, self-efficacy and levels of social trust.

The results may be used as a bench-mark to influence change e.g. positive interventions to improve physical activity for children and young people in the school environment. In turn, the national survey will inform local decision-making as well as national government policy in England.
CREDITS TO EXCHANGE FOR EQUIPMENT

All schools will receive 10 credits to exchange for sports equipment, as a thank you for their contribution to the national survey. The credits are worth a minimum of £100.

In schools where Year 1&2 parents are answering a parent-survey, they may receive more than 10 credits. This is explained in more detail in the diagram on the next page.

Please note that credits are not available for ‘opt in’ schools.

SCHOOLS WHERE PARENTS ARE NOT PARTICIPATING

School achieves 30 completed surveys and qualifies for 10 credits

Sport England sends details of qualified schools to ESPO every Monday

Within 48 hours ESPO will send brochures to schools

Schools must place equipment orders by the specified deadline

SCHOOLS WHERE PARENTS ARE PARTICIPATING

School achieves 30 completed surveys will be awarded a further 5 credits for each 5 parent surveys completed

Total incentive credits are calculated at the end of term to ensure all parent responses are included

On the Monday after the survey closes each term, Sport England will send the details of qualified schools to ESPO

Within 48 hours ESPO will send brochures to schools

Schools must place equipment orders by the specified deadline

SMALL SCHOOLS

For schools with less than 60 pupils in the sampled year groups, the incentive will be awarded if 50% of those sampled complete the survey

HEALTHY SCHOOLS RATING

The DfE have designed a Healthy School Rating Scheme to recognise schools for their contributions to pupils’ health and wellbeing. It celebrates positive actions by schools and aims to guide schools with their next steps. Following a self-assessment, schools receive a rating based on their responses around food education, compliance with the school food standards, time spent on PE and the promotion of active travel.

During 2019-20, the DfE are inviting schools to e-mail: healthy.pupils@education.gov.uk with any feedback about the rating scheme. All suggestions for improvements to the scheme are welcomed and will be used to inform future improvements.

To read more, please click here: https://www.gov.uk/government/publications/healthy-schools-rating-scheme
YOUR 4-STEP GUIDE TO A SUCCESSFUL SURVEY

STEP 1

Visit the Active Dorset website to access full information about the Active Lives Survey for Children and Young People, and to familiarise yourself with all aspects of the survey:

https://www.activedorset.org/active-lives-documents

Key Documents
https://www.activedorset.org/activelives-documents
View a school report, survey questionnaires and access all letter templates required to complete the survey.

FAQs
https://www.activedorset.org/faqs
Find answers to generic questions. If there is no answer for the question you have, please contact Active Dorset directly on 01202 539380 and/or info@activedorset.org

Autumn / Spring / Summer Term
This will reveal all selected schools in your area, and across the county:
Autumn https://www.activedorset.org/page-1
Spring https://www.activedorset.org/page-2
Summer https://www.activedorset.org/summer-2018
YOUR 4-STEP GUIDE TO A SUCCESSFUL SURVEY

**STEP 2**

Identify a Lead Teacher and Class Teacher(s) to coordinate and run the survey. To help, follow the Teacher’s Checklist (on the next page) and download all supporting documents from the Active Dorset website:

https://www.activedorset.org/active-lives-documents

### LEAD TEACHER

For teachers leading the survey, Sport England would like you to:

1. **Coordinate the pupil survey using the 'Teacher’s Checklist'** and 'Lead Teacher Information' as guides.
2. **Complete the teacher survey using a URL and a teacher password to access the survey** – both will be provided by Active Dorset. Please note - if you are unable to complete the teacher survey in one sitting, your answers will be saved until the next time you log in.

### CLASS TEACHER(S)

For class teachers running the survey, the Lead Teacher will provide you with 'Class Teacher Information' to guide your next steps.

**It is important to know...**

1. Pupils can complete the survey on any laptop, desktop computer or tablet that has access to the internet.
2. Surveys cannot be completed on mobile phones and Sport England would not recommend that mini tablets are used.
3. All surveys should take participants 15-20 minutes to complete.

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### TEACHERS’ CHECKLIST

#### LEAD TEACHER

**CONTACT PARENTS**

Write to parents to inform them that their child has been selected to complete the survey. Use the letter templates which are ready to download from the Active Dorset website – please see the link at the bottom of this page.

**CHECK FACILITIES**

Arrange computer or tablet access with internet connection. Check that the survey domain *.ipsosinteractive.com has been white-listed by the school, so pupils can access it easily.

**CHECK YOUR URLS**

Active Dorset will send a unique URL for each class, parent and teacher survey. Ensure that each class has the correct link.

**CONTACT PARENTS YEAR 1 & 2 (if applicable)**

Contact parents of Year 1 or 2 classes again to remind them to complete the survey with the appropriate URL. Add the URL to the parent letter.

#### CLASS TEACHER(S)

**CHECK YOUR URLS**

View the questions your pupils will be asked via the test URLs. These are available on the Active Dorset website - please see the link at the bottom of this page.

**SHARE INFORMATION SHEETS**

Share relevant information sheets with pupils completing the questionnaires. Download via the link below.

**TALK THROUGH THE SCREENS**

We recommend that the teachers talk the class through the first few screens of the survey using the test URL.

**HELP PUPILS OPEN THE URL**

Access the survey using the unique URL for your class. You can create a shortcut on the desktop for pupils to click on the URL rather than each child having to type it in.

**COMPLETE IN ONE SITTING**

Pupils will not be able to return to the survey to complete it. Answers will be automatically submitted.

**AUDIO OPTION**

Years 1&2 only (if required), can select the audio icon (headphone symbol) for the question to be read out. Please provide the pupils with the headphones when using this symbol.

**PARENT SURVEYS – YEARS 1&2 ONLY**

Parents could be invited into school to support their child with the survey questions, before completing their own parent survey on site.

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**Downloads available from** https://www.activedorset.org/active-lives-documents
YOUR 4-STEP GUIDE TO A SUCCESSFUL SURVEY

STEP 3

Wait to hear from the Eastern Shires Purchasing Organisation (ESPO), a well-established supplier of goods to schools. Sport England will ask them to get in touch with your school directly if you have enough survey responses to receive your equipment credits.

Once you hear from ESPO, please download their equipment brochure from Step 3 on the Active Dorset website: https://www.activedorset.org/active-lives-documents

You will be advised to choose either 1 x 10 credit item or 2 x 5 credit items, and to place your order with ESPO directly. These items amount to £100.

Schools with Year 1 and/or Year 2 parents answering the survey, are eligible for an extra 5 credits for every additional set of 5 parents who answer the survey.

How to Order
1. Select your rewards up to the value of your allowance – ESPO will include your total allowance in a covering letter.
2. Complete the order form.
3. Email the order to ESPO via c.services@espo.org

Deliveries
Orders coming direct from the ESPO warehouse will arrive within 5 working days – codes are in black.

Orders coming from suppliers will arrive within 15 working days – codes are in blue.
YOUR 4-STEP GUIDE TO A SUCCESSFUL SURVEY

STEP 4

Wait to hear from Sport England and the DfE. Sport England will provide your school with a bespoke report summarising your pupils’ attitudinal/behavioural results. The DfE will provide your school with a Bronze, Silver or Gold certificate to reflect a Healthy Schools Rating. All participating schools should receive their report and certificate towards the end of the following term.

Kinds of Reports

- **Full report** – Over 30 responses have been received for all attitudinal and all behavioural questions, in each class surveyed.
- **Partial report** – Less than 30 responses have been received for either the attitudinal or the behavioural questions, from each class surveyed.
- **No report** – Less than 30 responses have been received for both the attitudinal and the behavioural questions, from each class surveyed.
- **Small school** – Small schools with very low numbers on roll that have shown a clear effort to respond to the survey, will be eligible for a small school report.

*Please note that parents answer the behavioural questions for Years 1 & 2 children. Children only answer the attitudinal questions, so parental responses are vital for full reports!*

Concerns

If you are concerned that class sizes fall below 30 pupils in any one year group, please make it known to Active Dorset at the outset. This concern can be resolved if pre-empted before taking the survey.
Your local contact for the Active Lives Children’s Survey is

Annie Hargreaves
Schools Officer, Active Dorset
ahargreaves@activedorset.org
01202 539380/07769 555076
www.activedorset.org

Active Dorset, Slades Park Pavilion,
Ensbury Avenue, Bournemouth, BH10 4HG

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