



SCHOOL OFFICE INFORMATION and STUDENT OPT OUT LIST

Washington State Healthy Youth Survey 2008

This document is provided for school office staff to help answer questions from parents and students about the Healthy Youth Survey.

To help ensure that participation in the survey is voluntary, use the Student Opt Out List on the back of this document to list the names of students who will not take the 2008 Healthy Youth Survey due to parental or student request.

Please take a few minutes to familiarize yourself with the Parent and Student Information flyer about the 2008 Healthy Youth Survey. This flyer answers key questions about the survey and will be distributed to all parents and students in your school who will be taking the survey. Make a few extra copies of the flyer for parents or students who come to the office to get more information about the survey or for those who may have misplaced the copy of the flyer that was sent to them.

We are requesting your help to ensure that student participation in the Healthy Youth Survey is completely voluntary. Use the Student Opt Out List to record the following information:

- **Write down the name and grade of any student who has a parent contact the office or the principal to ask that their student not participate in the survey.**
- **Write down the name and grade of any students who contact the office or the principal to ask not to participate.**
- **Provide the list of these student names to your school's Healthy Youth Survey Coordinator the morning of the survey. The Coordinator will notify the students' teachers that they should not take the survey and should be directed to the alternative activity planned for the school.**

The survey coordinator will also give you a copy of the 2008 Healthy Youth Survey to keep in the school's main office for parents who wish to review them. If you do not receive copies of the survey booklet(s), please contact your school's survey coordinator.

Your school's survey coordinator is: _____

If parents or students have any questions about the survey, please encourage them to call the Department of Health, RMC Research Corporation, or the Washington State Institutional Review Board:

- Kevin Beck, Department of Health: 1-877-HYS-7111
- Eric Einspruch, RMC Research Corporation: 1-800-788-1887
- Washington State Institutional Review Board: 1-800-583-8488

Thank you for your help!

STUDENT OPT OUT LIST

For students not taking the Healthy Youth Survey due to parental or student request

Student Name, grade, and any additional information:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
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17. _____

Make additional copies of this page if needed.