

# Gallup Student Poll

## Administrator's Guide for Australia and New Zealand

### We've registered. *Now what?*

Thank you for registering your school in the annual Gallup Australia & New Zealand Student Poll. We are excited to have you included in this important initiative.

**Survey Dates for Students: Annually in Term 1 (March — April)**

#### What should I expect from Gallup?

1. An email to confirm your registration to the Poll and next steps.
2. An email invitation from Gallup that contains your school's unique web link to the survey. This will be a URL to copy/paste into the browser.

#### What do we need to do prior to the survey?

- Communicate about the upcoming poll to staff and parents. A sample parent letter is available on the student poll website if you wish.
- Organise and/or schedule times for teachers to provide student access to computers.
- Remind staff that your school received one URL for **all** students so it is necessary to monitor student use for accurate results.
- Remind staff that students can only take the survey from Tuesday — Friday because some questions refer to 'yesterday'.
- Remind staff that when students take the survey it is ok to read each question to the students aloud. However, you should not provide any interpretation or additional 'meaning' for students.
- Another scheduling option: Assign a student poll administrator who can log into a few school computers and enter the survey web address. Then students can come and take the survey as they wish (from Tuesday — Friday) until the poll closes. Of course, monitor that the students only do the survey once.

#### When are results available?

Results will be available to your school approximately four weeks after the survey close date. Please note that year-level data will only be provided if more than 10 students participate in each year. No data will be provided to the school if fewer than 10 students participate in total.

### **What do we do with our results?**

We recommend you share the results with your executive team, staff, parents and students. Consider the general recommendations provided by Gallup and then determine how these best fit with what you are already doing at your school. We also suggest you take the opportunity to have more specific conversations about ways to enhance areas of hope, engagement, well-being and career and financial literacy at your school. It is through taking action that you will see improvement.

A Gallup representative is happy to help you interpret results and help provide tailored recommendations for your school should you wish.

### **Questions?**

Please feel free to visit [www.gallupstudentpoll.au](http://www.gallupstudentpoll.au) for more information or contact the Gallup Education Team on +61 2 9409 9000. You can also email us at [Education\\_Aus@gallup.com](mailto:Education_Aus@gallup.com) with any questions.