

Year 7-11 *Key stages 3-4*

Active Lives

Children and Young People survey

Understanding pupils' levels of participation and attitudes to sport and physical activity to help them move more.



Simple steps



For further information please contact your [Active Partnership](#), or read [our latest report](#)



1

Select classes

1. Your Active Partnership will tell you which year groups have been selected – up to three.
2. List each selected year group's classes in alphabetical order based on teacher surname (or class name).*
3. Select the **first** class for each selected year group. These classes will complete the survey. **One class per year group.**
4. Your Active Partnership will send you the URL links to access the survey – one per class.

**Classes should be mixed ability, e.g. form groups. Where applicable they should also be mixed gender. For further information and help, please contact your Active Partnership.*

[Information](#)





2

Contact parents

1. Contact parents or guardians of pupils in the selected classes to let them know their child's class has been chosen.
2. A letter template is available below.

[Letter template](#)

[Information](#)





3

The survey

1. Test that the URLs work – do not Google the URL.
2. Make sure pupils have the correct URL. You can use lower or upper case. Alternatively you can access the survey with the QR code supplied.
3. Pupils can complete at school or at home but will need tablets or computers.
4. Share the information sheet and privacy policy with pupils beforehand.
5. Carry out the survey with the selected classes.
6. Complete the teacher survey - one teacher per school.



Data is collected and processed by Ipsos.

[Information sheet](#)

[Yr 7-11 privacy policy](#)

[Information](#)





4

Your rewards

1

School Report

You will receive:

A report on your school's data*



Ipsos will email you next term with your report

** Provided at least 30 responses are completed. Response numbers will affect the level of detail in the report.*

[Report example](#)

2

Equipment Incentive

You will receive:

10 credits (worth ~£100) to spend on equipment[^]

ESPO will email you once you have completed enough surveys to let you know how to claim your incentive

^ Provided at least 30 responses are completed. Exceptions apply for schools with fewer than 60 sampled pupils.

[Explore the rewards](#)

3

Healthy Schools Rating Scheme

You will receive:

A rating certificate for your school to display.** Issued only as part of the school report

Ratings are calculated based on the teacher response

This is a Department for Education scheme - [further information](#)

*** Provided that the score calculated from the teacher response is enough to award a rating.*


[Information](#)

Information 1 of 3

The Active Lives Children and Young People survey is run by Sport England and was developed with the Department for Education, the Department of Health and Social Care and the Department for Digital, Culture, Media and Sport. The Survey provides Sport England, Government and other partners with a broad and deep understanding of participation in and attitudes towards, sport and physical activity, shaping future policy and investment.

1. Please complete the surveys **by the date set** by your Active Partnership.
2. The survey takes **20 mins to complete**. Pupils need to complete in one sitting. They can do this at school or at home. Teachers can complete their survey over numerous sittings.
3. **More classes/pupils can take part** over those selected. Please contact your Active Partnership in this instance as different URLs will need to be provided.
4. If you have technical issues accessing the survey **ensure that the URLs have been whitelisted and are not blocked by school policies**. If this does not resolve the issue, please take a screenshot of the issue and contact your Active Partnership.
5. You can **view the questions** asked prior to taking part.
 - [Year 7-11 questionnaire summary](#)
 - [Teacher questionnaire summary](#)
6. The survey contains some **questions on demographics and wellbeing as well as about the pupil's family**. These questions are asked because socioeconomic status can affect young people's engagement in sport and physical activity. Ethnicity and disability are special category data. Pupils can opt to not answer these questions if they wish.



7.  The data is **collected and processed by Ipsos** on behalf of Sport England.
8. The survey **meets GDPR and data privacy guidelines** and is being conducted in line with the MRS Code of Conduct. Individual pupils and teachers will not be identifiable from the data collected.
 - [Privacy policy](#)
9. A **separate privacy policy** exists designed for pupils themselves that should be shared with them.
 - [Year 7-11 privacy policy](#)
10. It is **important that teachers:**
 - Fully inform pupils and communicate key information
 - Allow pupils to take part on a different day if they are absent on the day if completing at school
 - Try to ensure that the Survey is completed under exam conditions
 - Take into account that some pupils may need additional support to take part
11. It is **important that pupils know that:**
 - They can choose not to take part in the Survey. If they do not want to take part give them a suitable alternative activity.
 - They can answer 'Prefer not to say' for special category data, e.g. ethnicity and disability
12. **Teacher email addresses** are only collated by your Active Partnership for the purpose of emailing your school report and allowing ESPO to contact you regarding your incentive.
 - [Teacher email address privacy policy](#)
 - [ESPO email address privacy letter](#)
13. **ESPO will email you about your incentive** once you have completed enough surveys. Please ensure you have supplied your Active Partnership with an email address (see point 12). [ESPO can be contacted here.](#)
14. The **Healthy Schools Rating Scheme (HSRS) is a voluntary scheme** run by the Department for Education that uses the responses in the teacher survey to assign schools a rating. [Click for details.](#)
15. Pupils with additional needs should be given the opportunity to take part in the survey, either with their mainstream class (if sampled) or separately where they can be given any additional support they may need. If necessary, please consult your SENCO about how pupils with additional needs, and especially from any unit or SRP, can be fully included in the survey. Your AP should also be able to provide guidance.

18. Safeguarding and disclosure:

Individual level data are **not** reported back to schools except where information is provided in open text boxes in the survey which indicates **a risk of harm to a pupil**. Examples which would be raised include a pupil indicating suicidal thoughts or severe bullying related to characteristics such as disability or ethnicity.

No name can be provided but information about the year group and other pupil characteristics may be provided so that the school can offer appropriate support.

19. Support

At the end of the questionnaire pupils are provided with information about the NHS website and Childline and are encouraged to seek support from a parent, other family member or someone else they trust if are worried about anything in the survey, or anything else in their life