



SCHOOL EXPERIENCE SURVEY

Job Aid

Parent Paper-Based School Experience Survey: *How to Print, Collect, and Submit Surveys for Processing*

A guide to help principals and designated school staff print, collect, and submit parent paper-based School Experience Surveys.

School Experience Survey for Parents

As part of the District's Strategic Plan (Pillar 3, Priority 3D), schools are encouraged to increase parent participation in the **School Experience Survey (SES)**. While the vast majority of parents take the online version of the Parent SES, there is a small subset of parents who need a paper version of the survey to participate because they do not have access to reliable internet or are otherwise unable to take the survey online. To ensure all voices are heard, we are now offering schools the option to ***print, collect, and submit completed paper surveys for parents.***

School Experience Survey for Parents

The purpose of this **job aid** is to guide schools through the proper procedures for handling printed surveys. This includes ensuring that:

- Surveys are collected in a secure and organized manner.
- Parent responses are kept strictly ***confidential***.
- Completed surveys are properly submitted to the SES Support Team in the Office of Data & Accountability for processing.

Printing Paper-Based School Experience Surveys (SES) for Parents

School Experience Survey – Printing

LOS ANGELES UNIFIED SCHOOL DISTRICT
2024-25 School Experience Survey: Parents and Guardians of Students
This survey will take less than 15 minutes to complete.

PURPOSE OF THIS SURVEY: Today you will be completing a survey about your experience at your child's school. The information from this survey is used to help the school community learn how best to serve the needs of its members. As part of the school community, your opinions are important. All responses are **confidential** so no one from your child's school will know how you responded. This survey is **voluntary** and there are **no right or wrong answers** to these questions.

DIRECTIONS: If you have more than one child at this school, please complete one survey for **your oldest child**. Please mark your answers by filling in the bubbles for each item based on your experiences this year at:

School Name: _____
School Number/Code: _____

Example:
Incorrect Fill:
Correct Fill:

Please select a single answer for each of the following items.

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
1. I feel welcome to participate at this school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. This school provides high quality instruction to my child.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. I am satisfied with how much my child is learning at this school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. This school encourages my child to explore different career choices.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. This school offers extra academic support for my child.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. This school offers extra activities for my child's personal growth.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. This school includes me in important decisions about my child's education.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. This school provides instructional resources to help me support my child's education.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. This school provides me with information (verbal and written) I can understand.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10. This school informs me about school activities in different ways.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11. This school recruits and organizes parents to help and support the school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. I can easily find information about parent workshops or other programs offered at this school.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

In January (2026), schools will receive an email from the SES team with **survey instruction materials**, including a printable version of the Parent SES in both English and Spanish.

Schools should print and distribute the paper surveys **only** for those parents who do not have internet access or who are otherwise unable to take the Parent SES online.

Collecting Paper-Based School Experience Surveys (SES) for Parents

School Experience Survey – Collection



It is important that schools offer a method for parents to submit their completed paper survey in a manner that ensures their confidentiality.

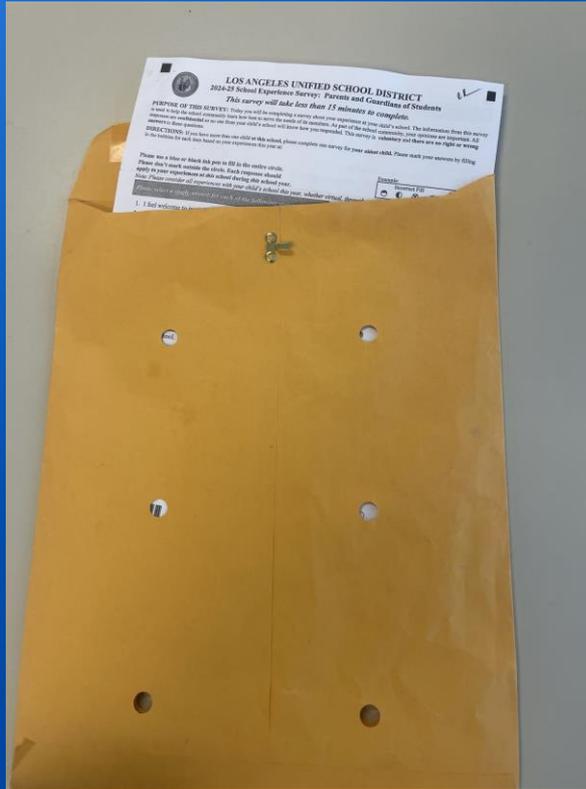
School Experience Survey – Collection

Below are some suggested approaches that schools can use to protect the confidentiality of parent survey responses:

- ✓ **Secure Drop Boxes:** Place locked drop boxes in accessible but secure locations within the school (e.g., main office or parent center).
- ✓ **Sealed Envelopes:** Provide parents with envelopes and clear instructions to seal their completed surveys before submission.
- ✓ **Confidential Collection at Events:** Designate a staff member to collect surveys in sealed envelopes during school events or parent-teacher conferences.

Submitting Paper-Based School Experience Surveys (SES) for Parents

School Experience Survey – Submitting Surveys



Return surveys to the Office of Data and Accountability using interoffice mail. Please be sure to **include your school's name** on the envelope and the **number of surveys** included in your shipment.

Mail surveys to:

**School Experience Survey Team
Office of Data & Accountability
16th floor
333 S. Beaudry Ave
Los Angeles, CA 90017**

School Experience Survey – Submitting Surveys



Please note that this year's SES window will close on **March 27, 2026**.

A grace period has been provided to allow time for mailed surveys to be delivered to the central office.

However, any surveys received *after* **April 11, 2026** will not be scanned and will not be included in the school's participation rate or report summary.

School Experience Survey Team

Thank you for your support!

We hope this job aid serves as a valuable resource for you and your colleagues. If you have any questions, please contact us:

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