



## Eco-Schools

# How to complete a 'hands up' class survey



For every topic that you work on it can be really useful to know that your pupils are making a difference to what happens in school. This guide explains how your pupils can easily survey your whole school.

**Step 1:** Write your questionnaire. The answers to this should either be yes, no or specific answers. For example; How did you travel to school today? Car/Bus/Train/Walk/Cycle or Scoot

**Step 2:** Visit each class separately to carry out the survey.

**Step 3:** Read out the whole question first so everyone knows what the question is and what the options are for their answer

**Step 4:** One at a time, read out each answer and ask those with that answer to put their hand up.

**Step 5:** Count the number of hands up for your first answer and write this down.

**Step 6:** Repeat step 4 and 5 until you have given all of the options.

**Step 7:** Add up the total for this question – this should equal the number of pupils in the class

**Step 8:** Ask more questions if you have more to ask the class, otherwise thank the class for answering and visit the next class that needs asking.



**Important:** You should always keep a record of the surveys you have completed as by completing the survey again in the future you can see if the work you have done has made a difference. Your Eco-Schools noticeboard is a great place to display the results from your surveys to inform and involve the rest of your school.