

### **SUBJECT: Invitation to participate in the 2020 Parent Opinion Survey**

Dear Parents/ Carers,

Your family is invited to participate in the 2020 Parent Opinion Survey.

Each year the school conducts an opinion survey amongst a sample of the school community. This year, all parents/carers are invited to participate. Results will be used to inform and direct our future school planning and improvement.

We ask you to please take the time to complete the survey as your opinions are important to us, and will contribute to the future management and organisation of our school.

- ◆ The survey will be conducted **online** and should take **20 minutes** to complete.
  - The survey can be completed on any internet enabled device (iPad, Desktop or Laptop, Smartphone) and is compatible with most browsers.
- ◆ The survey will be open from **Monday 12<sup>th</sup> October to Friday 13<sup>th</sup> November 2020**.
- ◆ The survey is available in English and 10 other languages including Arabic, Vietnamese, Mandarin, Chin (Hakha), Hindi, Japanese, Greek, Turkish, Somali and Punjabi.

Please be assured that your responses are completely confidential. The survey is conducted anonymously, and it is important to us that you complete the survey as honestly as possible.

Please follow the instructions below to complete the survey.

**NOTE:** Although both parents/carers are invited to have input, your family may only complete one survey.

#### **To complete the survey, simply:**

1. Click on the link below, or copy and paste the text into your browser. This link will take you directly to the survey.  
<https://www.orima.com.au/parent>
2. Select the School and Campus name below.  
School Name: **Upwey South Primary School**
3. Enter the School PIN below.  
PIN: **984086**
4. When complete, please click on the tick button at the end of the survey to submit your answers.  
Please note that the survey will time out after **60 minutes of inactivity**.

Thank you for taking the time to participate, your assistance is greatly appreciated.

**Questions?**

Please contact the Principal if you have any general queries about the survey. For specific technical or participation-related queries, you may also contact the Department of Education and Training (DET) or the supplier administering the survey, ORIMA Research.

- ◆ Should you have any technical queries regarding the Parent Opinion Survey, please do not hesitate to contact ORIMA Research on 1800 654 585 (toll free), or by email: [pos@orima.com](mailto:pos@orima.com)
- ◆ Should you have any participation or survey-related queries, please contact the School, or the Department by email: [parentopinion.survey@education.vic.gov.au](mailto:parentopinion.survey@education.vic.gov.au).

Yours sincerely,

**Damien Kitch**  
**Principal**