

## Starting an Afterschool Program--Assessing the Need

To make wise and informed decisions, the planning committee will need to collect data from the families, school personnel and the community.

Two beginning questions:

Is there an identified need for the program and what should it look like?

What is already available in the community and how can we build on it?

To answer the first question, a family survey is a good place to start.

When designing your survey, here are a few tips:

- Keep the survey as short as possible and as easy to complete as possible.
- Only ask questions that are necessary. If data is available from another source, don't ask, and if you don't need it, don't ask. (For example, you may need to know how much people are willing to pay, but you don't need to know their income.)
- Keep wording simple and direct.
- Allow respondents to add comments.
- In determining how a survey is to be administered, consider the communication method that is most used by your target audience (mailed, sent home with students, conducted at in-person school event, electronically)
- Assure respondents that any information is confidential and only used in aggregate to determine the need for programming.

On the next page is a sample family survey that you may customize



Our school is currently exploring the need for after school (out-of-school-time) programming. This could include before school, after school, during non-school days, or summer. Will you take a few minutes to complete this short survey and return it by Date.

<p>Would you use one or more of the types of after school programming?</p>	<p><input type="checkbox"/> Yes (if yes, please complete the remainder of the survey) <input type="checkbox"/> No</p>
<p>Please indicate the afterschool programming that you would be interested in (check all that apply)</p>	<p><input type="checkbox"/> Afterschool care <input type="checkbox"/> Before school care <input type="checkbox"/> Non-school days <input type="checkbox"/> Summer</p>
<p>If you are currently using another after school arrangement, what type of program are you using during the school year?</p>	<p><input type="checkbox"/> Child care center <input type="checkbox"/> Family child care provider <input type="checkbox"/> Provider in my own home <input type="checkbox"/> Family member in their home <input type="checkbox"/> Care by an older sibling <input type="checkbox"/> Self-care</p>
<p>How many children in your family would you like care for?</p>	<p><input type="checkbox"/> 1 child <input type="checkbox"/> 2 children <input type="checkbox"/> 3 or more children</p>
<p>If you are currently using summer care, what type of programs are you using?</p>	<p><input type="checkbox"/> Child care center <input type="checkbox"/> Family child care provider <input type="checkbox"/> Provider in my own home <input type="checkbox"/> Family member in their home <input type="checkbox"/> Care by an older sibling <input type="checkbox"/> Summer recreation program <input type="checkbox"/> Combining multiple</p>
<p>What ages of children would you like care for?</p>	<p><input type="checkbox"/> k-2<sup>nd</sup> grade <input type="checkbox"/> 3-5<sup>th</sup> grade <input type="checkbox"/> 6-8<sup>th</sup> grade</p>
<p>Please check the amount you would consider reasonable and affordable for your family to pay (per month/per child</p>	<p><input type="checkbox"/> No pay would be required <input type="checkbox"/> \$50 or less <input type="checkbox"/> \$100 or less <input type="checkbox"/> \$150 or less</p>



<p>What activities/services would you like the program to provide? <i>(Please check all that apply)</i></p>	<p><input type="checkbox"/> Enrichment  <input type="checkbox"/> Academic  <input type="checkbox"/> STEM  <input type="checkbox"/> Arts  <input type="checkbox"/> Physical Activities  <input type="checkbox"/> Recreational  <input type="checkbox"/> Life Skills, hobby development  <input type="checkbox"/> Homework assistance  <input type="checkbox"/> Meals  <input type="checkbox"/> Other _____</p>
<p>To enroll your child, would you need transportation?</p>	<p><input type="checkbox"/> Yes  <input type="checkbox"/> No</p>
<p>Would you like to serve on the planning committee?</p>	<p>If so, please add your name and contact information at the bottom of this survey.</p>
<p>Please add any additional comments or questions</p>	

Name \_\_\_\_\_

Contact: \_\_\_\_\_