

# A STEP-BY-STEP GUIDE TO GETTING STARTED

GLSEN has historically played an important role in obtaining national and state data on school climate. And now we can help you learn about your local area. GLSEN's Local School Climate Survey is a **free online survey tool** for students, educators and other advocates to use to collect data on students' experiences in their local school communities, such as experiences based on sexual orientation, race/ethnicity, gender expression, and/or religion. Results from your survey can be used to advocate for safer and more inclusive programs and policies in your local schools and communities. It's easy to use — just follow these four simple steps.

## Step 1:

### CREATE YOUR SURVEY

- ▶ Go to [www.localschoolclimatesurvey.org](http://www.localschoolclimatesurvey.org), set up a free account, and create an online survey to assess school climate—including prevalence of bias, bullying, and harassment.
- ▶ Use the standard survey or customize yours by selecting from a bank of validated questions and/or by adding your own questions.
- ▶ Get templates for permissions and consent language.

## Step 3:

### GET YOUR RESULTS

- ▶ Obtain easy-to-view results for each question, including tables and charts.
- ▶ Save your charts in digital form to share or print out hard copy reports.
- ▶ Download your data in Excel for further analysis, if desired.

## Step 2:

### ADMINISTER YOUR SURVEY

- ▶ Use your own customizable URL to share with students online and/or print out hard copies of the survey.
- ▶ Give the survey to students in one school, in multiple schools, or in broader areas like a school district or local county.
- ▶ Find tips for administering your survey.

## Step 4:

### USE YOUR FINDINGS

- ▶ Educate yourself and others about what students are really experiencing at school.
- ▶ Identify the areas for improvement.
- ▶ Share your findings with school community members and policymakers.
- ▶ Use the results to advocate for change.