Phase 2.3: Hands-Up Survey Task List

The following tasks are recommended for a full-fledged School Travel Planning (STP) program; however, it is understood that not all schools will have the ability to complete all tasks. Mandatory tasks are coloured dark blue ◼ while optional tasks are coloured light blue ☐. Each task is listed in chronological order.

Tasks	Person(s) Responsible
Set-up	
To understand the "typical" travel behaviour of the school population, it is recommended that the Hands-Up Survey be administered over **3 consecutive days** • This will help to ensure that oddities in the week (i.e. weather, after school activities) that may change travel behaviour are accounted for	
Work with the STP Team and School Principal to select the days over which the Hands-Up Survey will be conducted • Consider asking the School Principal to email all teachers and notify them of the survey. This will help to avoid confusion when the surveys are being administered	
Conduct Hands-Up Survey	
The survey is administered via an online survey software called Qualtrics, which can be accessed via www.activesaferoutes.ca/handsup	
The survey should be administered by a group of intermediate students (e.g. Grade 8 class, EcoSchools, Take Action Team) or staff/adult volunteers	
Follow these steps to administer the survey to every class in the school: 1. Open the Survey Link: www.activesaferoutes.ca/handsup 2. Select the school and teacher name	

3. Ask students: "Raise your hand it you got from home to school today by: (i) Bus; (ii) Walking; (iii) Biking; (iv) Rolling (e.g. scootering, skateboarding); (iv) by Car. 4. Enter the total number for each mode of travel in the text box 5. Ask students: "Raise your hand it you will get from school to home today by: (i) Bus; (ii) Walking; (iii) Biking; (iv) Rolling (e.g. scootering, skateboarding); (iv) by Car. 6. Enter the total number for each mode of travel in the text box 7. Submit the survey	
Use curriculum connections to create student activities in data collection. For example: Grade 5 curriculum mentions data literacy; ability to manage, analyse and use data to make convincing arguments and informed decision, in various contexts drawn from real life. - Have students collect data and visualize it in bar graphs with appropriate scales and have them justify their choice of graph. - Find ways to connect to curriculum for any grade conducting survey - Map making activity	