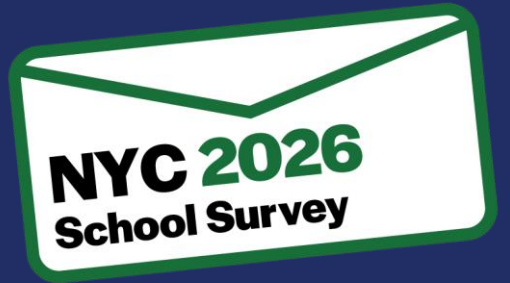
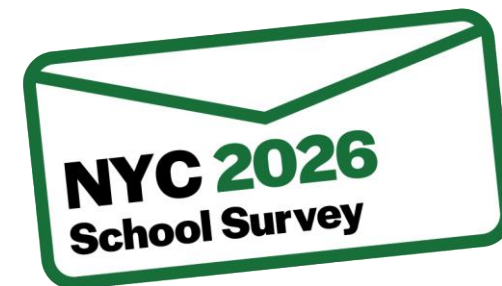


2026 NYC School Survey: Birth to Five Survey Planning Workshop

Office of Policy and Evaluation | Spring 2026

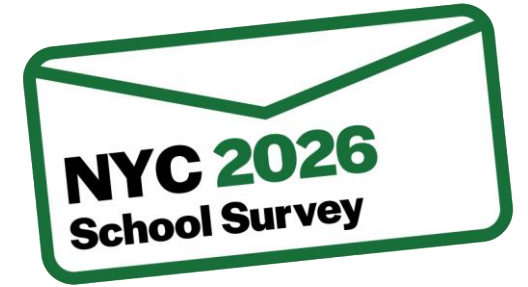


Training Logistics



- **Slide deck:** This slide deck will be shared with training participants. Please note that it is not the final version and is subject to change. A finalized version will be provided later.
- **Zoom controls:** The Zoom control panel is located at the bottom of your screen and will be used to interact as a virtual community.
- **Questions:** Please submit questions in the chat at any time. Questions will be compiled and addressed during and after the training.
- **Q&A:** During the Q&A opportunities, you may use the *Raise Hand* feature to come off mute.
- **Technical support:** If you experience technical difficulties, please let us know in the chat or come off mute.

Ice Breaker Activity



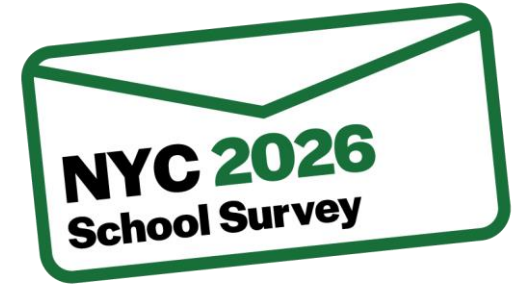
As we get started, let's find out where we are all joining from:

Please introduce yourself in the chat with the following:

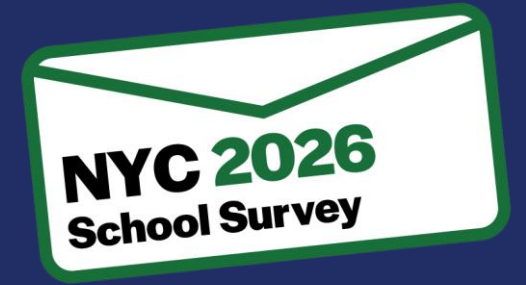
- Which borough your program is in
- Your role/title
- Number of years as an NYC School Survey Coordinator



Agenda

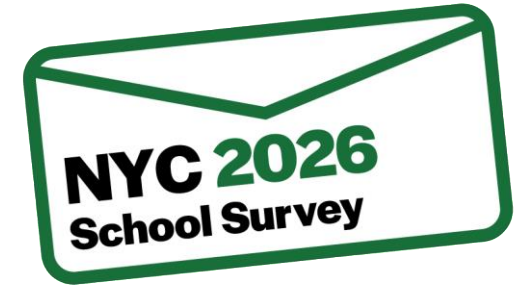


- 1** Survey Overview
- 2** Changes to the 2026 Survey
- 3** Key Dates and Logistics
- 4** Response Counts
- 5** Promoting Survey Participation
- 6** Survey Ethics
- 7** Results
- 8** Next Steps



1. Survey Overview

Survey Overview



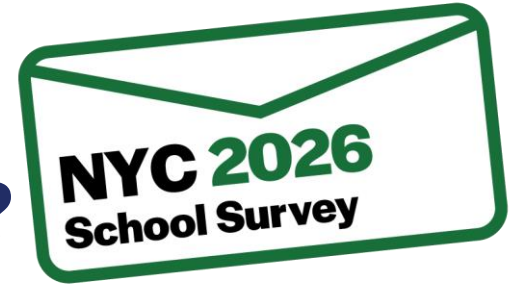
What is the NYC School Survey?

- **Who participates**
 - Families of students in Infant, Toddler, 3-K, and Pre-K programs
 - Teachers and school support staff in stand-alone birth to five programs
- **What the survey does**
 - Collects annual feedback on program climate, teaching and learning, and family experiences
 - Provides insight into how well programs support students' learning and development
- **How the results are used**
 - Helps program leaders reflect on strengths and areas for growth
 - Informs planning and decision-making at the program level
 - Supports continuous improvement across birth to five programs

* At birth to five programs, the **school support staff survey** is administered to assistant teachers, school aides, and family workers.

Survey Overview Continued

How is the NYC School Survey administered?



- **Administration Methods**

- The family survey is available for completion on paper or online.
- Teacher/Support Staff take the survey online.

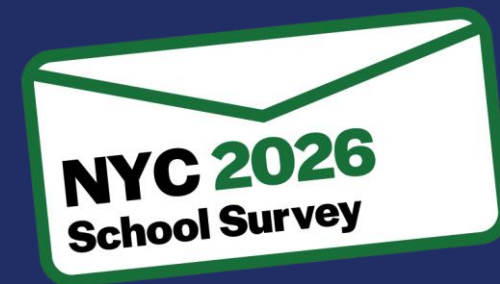
- **Response Counts**

- Survey coordinators will be able to track counts for each survey group via the Panorama Education platform.

2025 Family Birth-to-Five Participation by the Numbers (n=28,893)

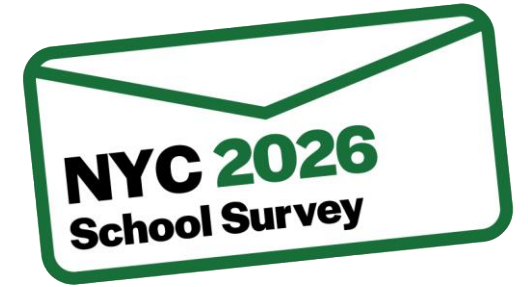
This year, for the first time, we are reporting Birth-to-Five survey responses in counts rather than percentages. Unlike the K-12 Survey, families of Birth-to-Five students self-report their students' demographics on the survey.

Families of...			
Race /Ethnicity	# of Responses	% of Responses	% of DOE Population
Asian Students	5,590	19%	16%
Black Students	4,136	14%	20%
Hispanic/Latinx Students	7,888	27%	32%
Multiracial Students	1,908	7%	2%
American Indian or Alaskan Native	212	1%	1%
Native Hawaiian/Pacific Islander Students	84	<1%	<1%
White Students	6,066	21%	28%



2. Changes To This Year's Survey

Updates to the NYC School Survey



1. Color-Coded Teacher/Staff Access Codes

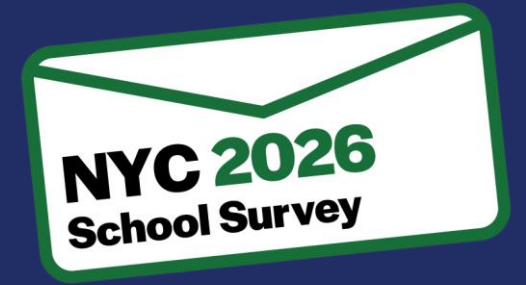
- Printed Teacher and Support Staff access codes will be on color coded paper to support accurate distribution.
 - **White paper:** Teacher access codes
 - **Green paper:** Support Staff access codes

2. New DOE Supported Languages

- Albanian, Ukrainian, Uzbek, Simplified Chinese

Important Note

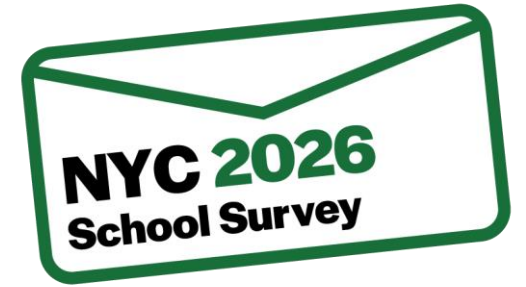
- Programs had an opportunity to request paper surveys in traditional or simplified Chinese.
- The survey is available online in both languages.



3. Key Dates & Logistics

When is survey administration?

The 2026 NYC School Survey administration will be between **February 9 – April 1**.

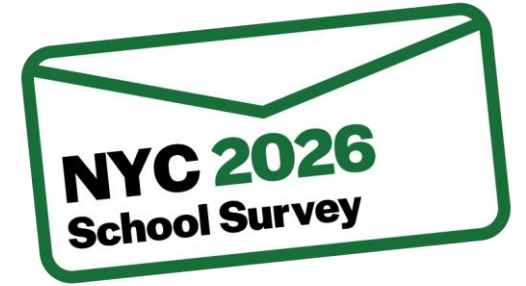


February 2026						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Survey Materials Timeline



Shipping and tracking

- A logistics email with tracking numbers were sent the **week of January 12**
- Track shipments using the **FedEx website**

Paper survey materials

- Family Paper Surveys delivered between **January 20 and February 9**

Online survey materials

- Emailed to schools the **week of February 2**

Paper survey return deadline

- All paper surveys must be shipped by **April 1**

Survey Submission

Completed paper surveys can be returned using the pre-paid envelopes provided.



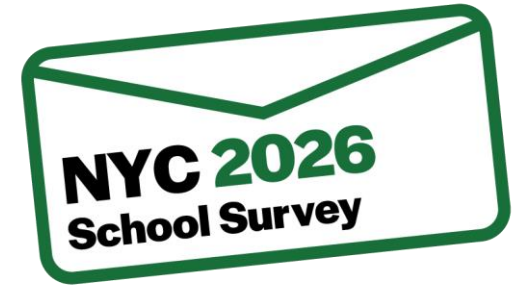
Paper surveys responses will appear in response rates about two weeks after they are shipped to the scanning center.



Online survey responses are counted within minutes of completion.



English

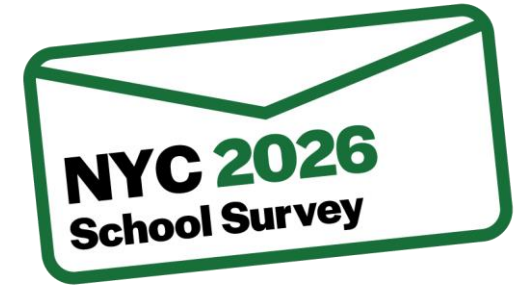


Login

Thanks for taking our survey!

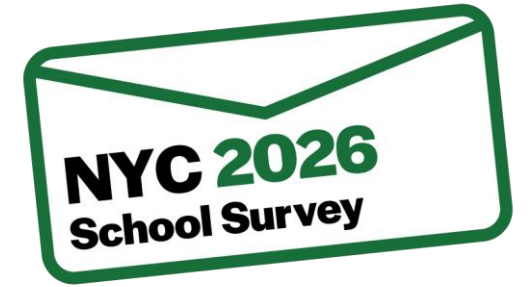
If you would like to give us additional feedback on the interpretation and translation services your child's school uses to communicate with you, please visit tinyurl.com/OLA-Feedback.

How are population estimates determined?



- Before each survey administration, we request estimated counts for families, teachers and support staff.
- These estimates are provided by our colleagues in the **Division of Early Childhood Education**.
- Estimates are used to determine **the initial number of access codes and materials** sent to each site.
- We understand that site populations may change during the administration window.

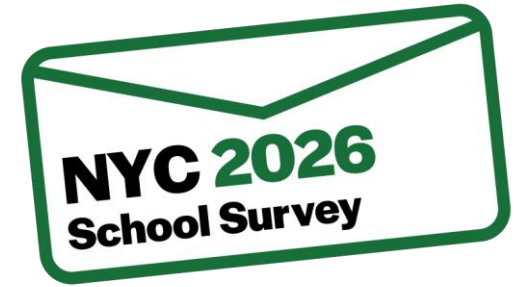
How are population estimates determined? (Continued)



Family Paper Survey Estimates

- At the beginning of each school year, sites are asked to complete a **survey preferences form** to indicate the number of **family paper surveys** needed in the **DOE-supported languages**.
- If a site does not complete the form, it receives a **limited default number** of family paper surveys.
- Paper surveys are intended only for families who choose **not** to take the survey online.

Requesting Additional Materials



What you can request

- **Additional Online Access Codes** for:
 - Families
 - Teachers and Support Staff
- **Self-Print Family Paper Surveys**
 - Limited Time Window
 - Small, As-Need Quantities

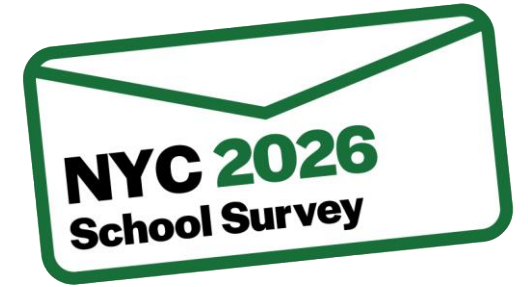
Where to submit requests

- Requests for all additional materials should be submitted by **email** to: surveys@schools.nyc.gov

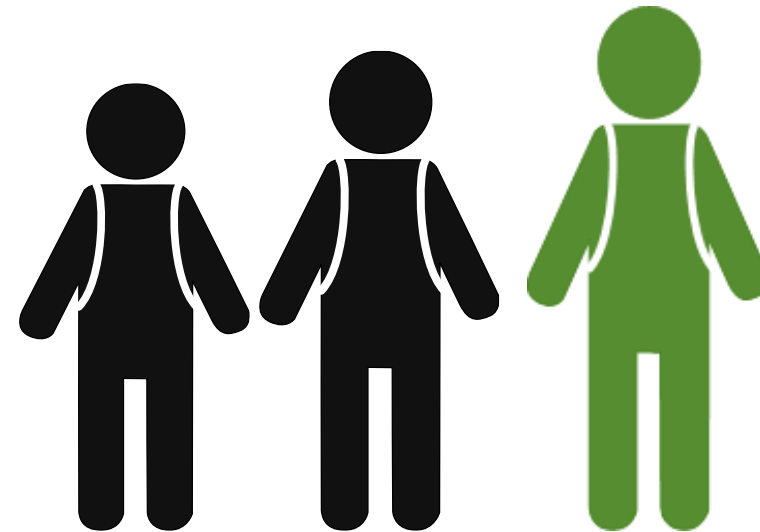
Important Note

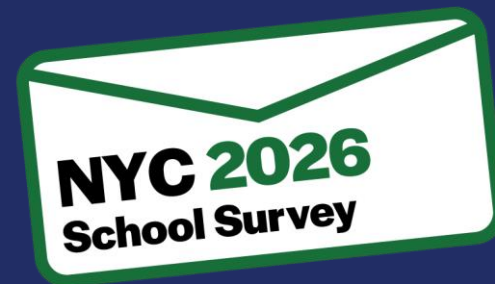
- Requests should be submitted **as early as possible at the start of administration**

Sibling Policy



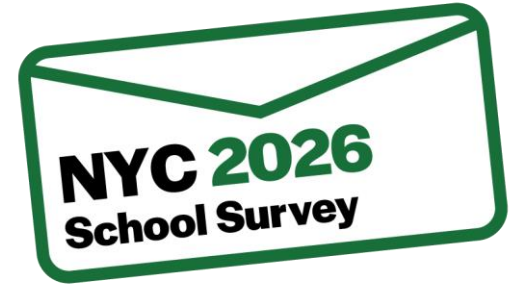
- Families are invited to complete one survey for every child in their family.





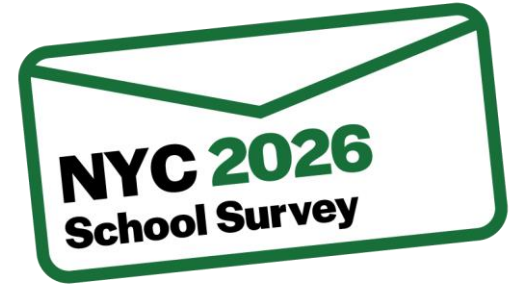
Survey Eligibility

Family Eligibility



- Families of children enrolled in a birth to five program for **at least one month**
- Children must be enrolled in a **NYCPS seat**
- The family survey is **anonymous** and not tied to an individual child

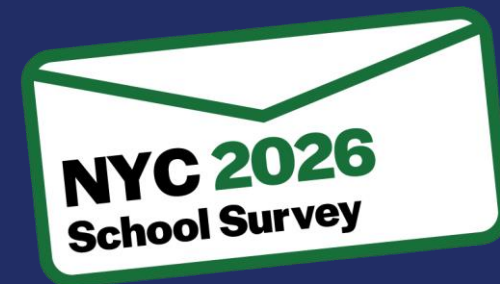
Teacher and Support Staff Eligibility



- Eligibility is based on employment records as of **November 1st**
- Eligible staff include:
 - Teachers
 - Assistant teachers
 - School aides
 - Family workers
- Staff not employed at the program as of November 1st are **not eligible**

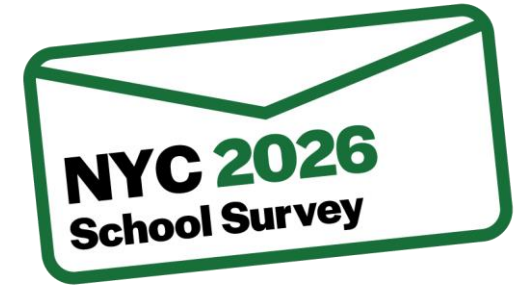
Eligibility reminders

- If eligible families or staff are missing from initial estimates, programs may request additional access codes
- Extra codes that exceed eligible counts should be **disregarded**



Logistics for the Family Survey

Paper Family Survey Arrival



All Programs Will Receive Paper Family Surveys

- Paper family surveys will be shipped directly to each program site.

What's Included in Each Shipment

- Survey Coordinator Guide for the Family Survey
- Bundled survey envelopes
- FedEx return label

Note: If a program runs out of paper surveys, they can use online access codes that will be provided electronically.

Online Family Survey

- Families can complete the survey **online** using a computer or mobile device. The survey is available in 14 DOE-supported languages.

How Families Access The Survey

- Visit nycschoolssurvey.org
- Click "**Take the 2026 NYC School Survey**"
- Choose a preferred DOE language

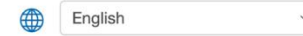
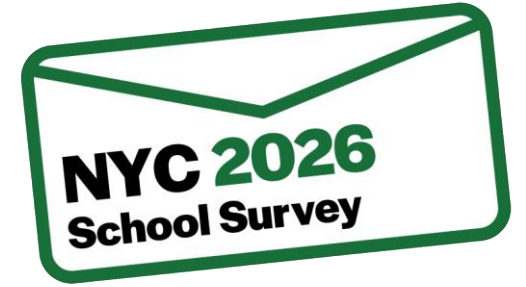
Families Will Enter:

- A Unique Access Code

Finding the Access Code

- Provided by the Birth to Five Program
- At the top of the family paper survey

Note: Online survey access codes for families are **not** associated with student identification numbers.

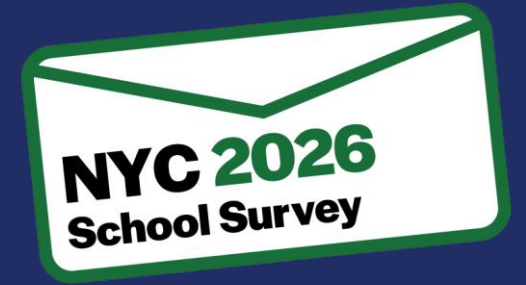


Students: Please enter a lowercase s followed by your OSIS number-- for example, s123456789.

Families (Schools): Please enter a lowercase f followed by your student's OSIS number-- for example, f123456789.

Families (Early Childhood Programs): Please enter the access code provided to you by your child's program.

Teachers/Staff Members: Please see your school's coordinator for a unique anonymous access code.



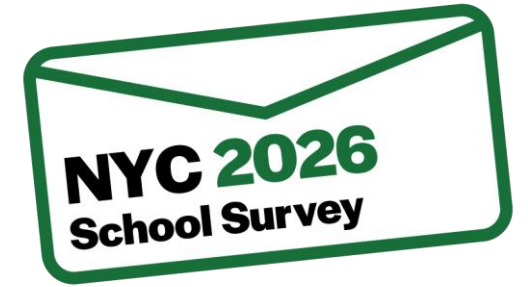
Logistics for the Teacher & Staff Surveys

Teacher & Staff Online Survey Administration

Survey Materials & Access Codes

- Printed access codes will be shipped to programs **between January 20 and February 9.**
- If programs **need additional access codes** for a teacher, email surveys@schools.nyc.gov.
- **Each shipment includes:**
 - Survey Coordinator Guide
 - Teacher survey access codes
 - Support staff survey access codes
 - **Color-coded access codes** to support accurate distribution:
 - **White paper:** Teacher access codes
 - **Green paper:** Support staff access codes

Teachers & Staff Online Survey Administration Continued



Anonymous Administration

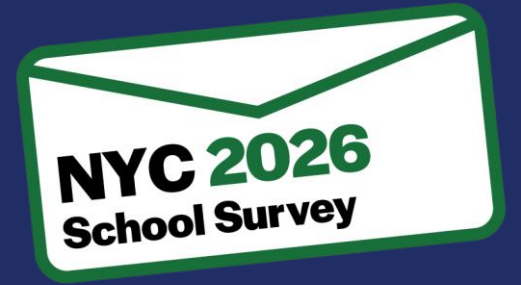
- Teacher and support staff surveys are **completely anonymous**
- **Access codes are not linked** to an individual's identity
- Responses cannot be traced back to individual teachers or staff members

Access Code Distribution

- Ensure access codes are distributed **randomly** to eligible staff
- Consider discussing the distribution process with colleagues
 - Use a clear and thoughtful process so staff feel comfortable providing open and honest feedback

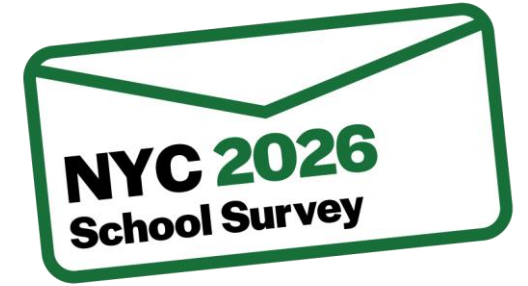
Reminder: Saving Your Progress

- Teachers and support staff may complete the survey in more than one sitting by saving their access code.
- Selecting the **Next** button saves responses and allows respondents to continue later.
- Using the browser **Back** button signs the respondent out, but they can log back in with the same access code and resume where they left off.



4. Response Counts

How can I track my program's survey progress?



View your program's real-time response counts on the Panorama Dashboard

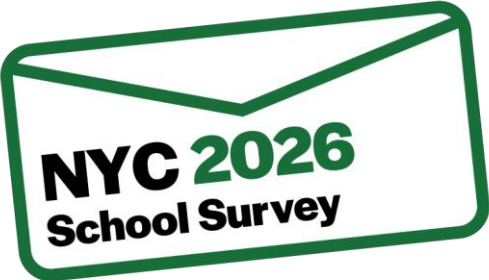
Who has access?

- Program Leaders
- Survey Coordinators


How to access the Panorama Dashboard

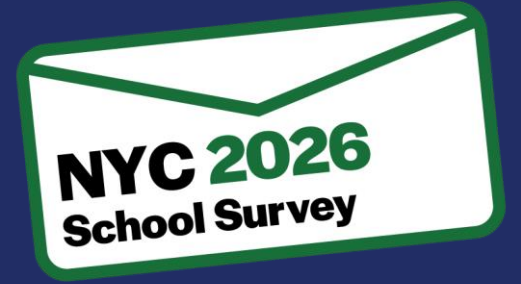
1. Log in to **NYCDOE.panoramaed.com**
2. Click the **Response Rates icon** at the bottom of the screen

Response Rates Dashboard



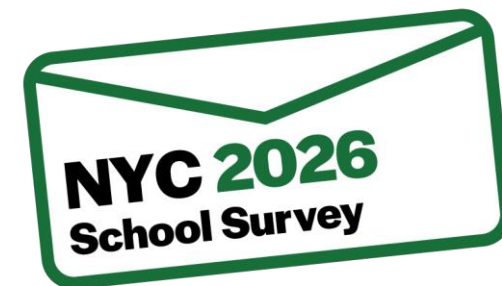
NYC School Survey 2025: All Survey Results

▲ Name	2025 NYC School Survey: ◆ Teacher	NYC School Survey 2025: ◆ Support Staff	2025 NYC School Survey: ◆ Families	2025 NYC School Survey: Families, Birth to Five ◆ Programs	2025 NYC School Survey: ◆ Students
 East Childcare Center	87.5% – 7/8	87.5% – 7/8	--	37 responses	--

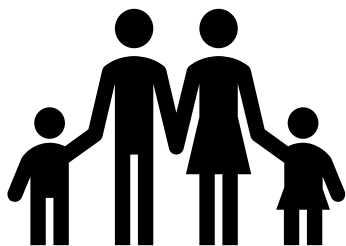


5. Promoting Survey Participation

Tips for Promoting Survey Participation: Before Survey Administration

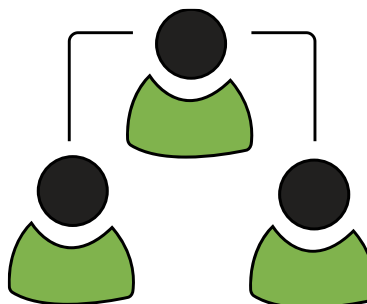


1



**Build Strong
Relationships
with Families**

2



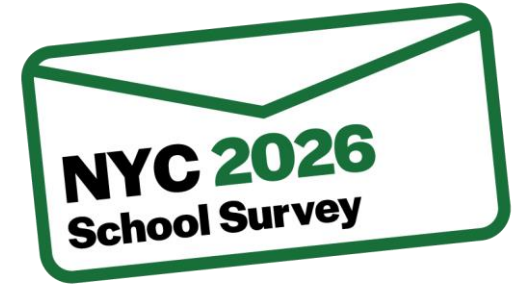
**Assemble a
Survey Team**

3



**Share the
Survey Purpose**

Build Strong Relationships with Families



Create a welcoming, trust-based environment

- **Connect early**, especially with families new to your program
- **Use the channels families prefer** (calls, texts, WhatsApp, newsletters)
- **Use existing touchpoints** to share survey info (family meetings, weekly updates)

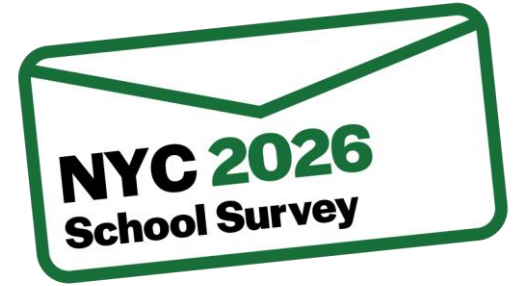


Assemble a Team

Recruit a diverse group to support outreach and survey administration

Staff

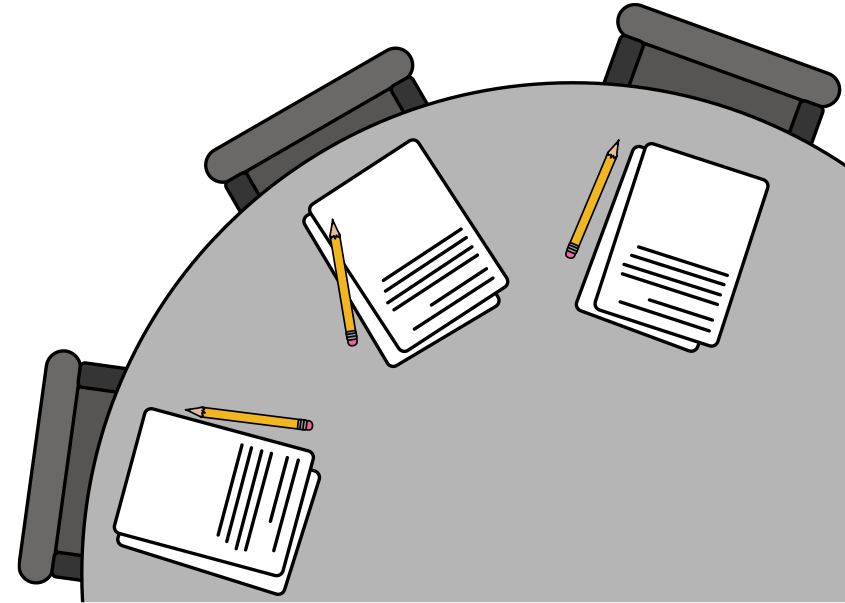
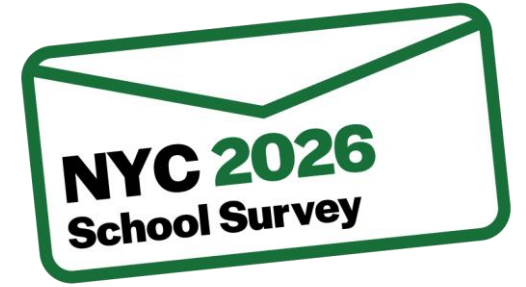
- Partner with your **Parent Association** and **program leadership team**
- Request support from **bilingual staff and school aides** for outreach and translation



Share the Survey Purpose

Explain why the survey matters and how feedback is used

- Clearly share with families how survey feedback will be used
- Highlight examples of changes made based on survey results from previous years

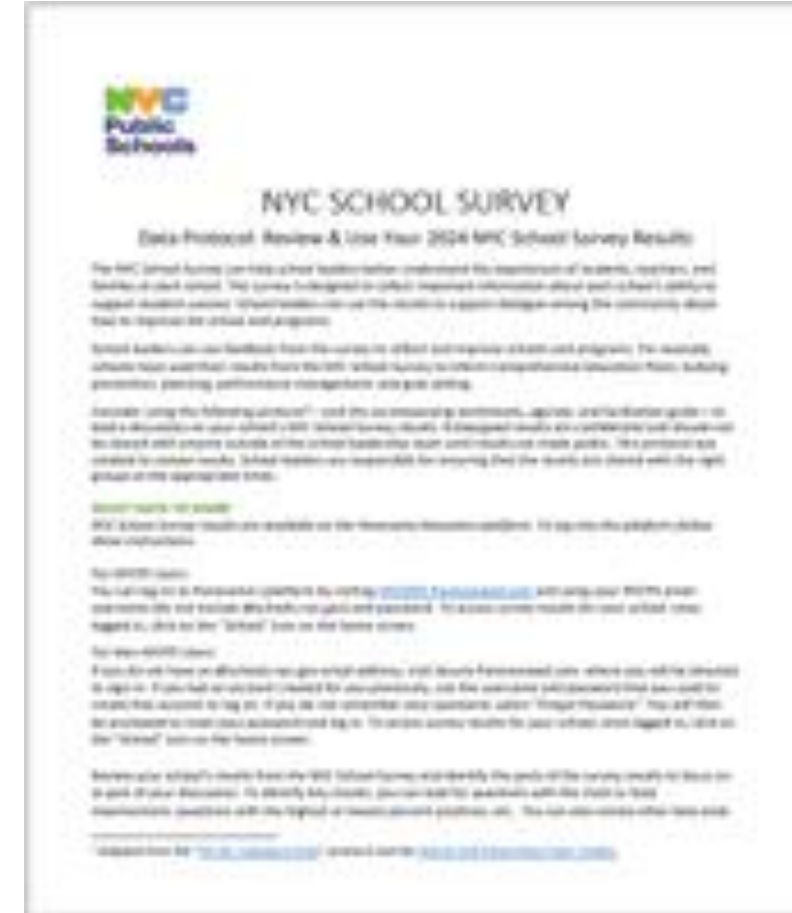
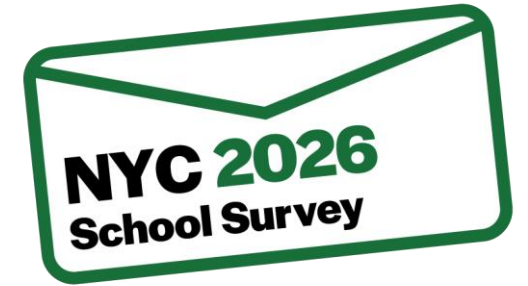


Share Survey Purpose

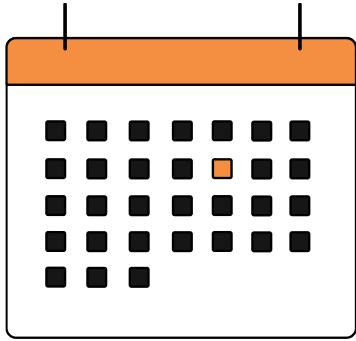
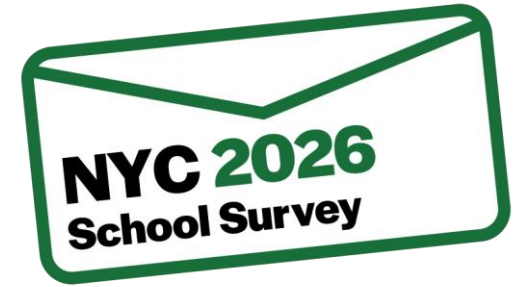
Use available resources to support clear and consistent communication

For school staff

- **Data Protocol (InfoHub)**
Use this guide to support conversations with staff about understanding survey results and discussing trends from previous years.



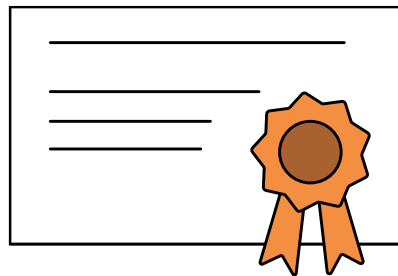
Tips for Promoting Survey Participation: During Survey Administration



Host an Event



Provide Technical Support



Make it Fun!

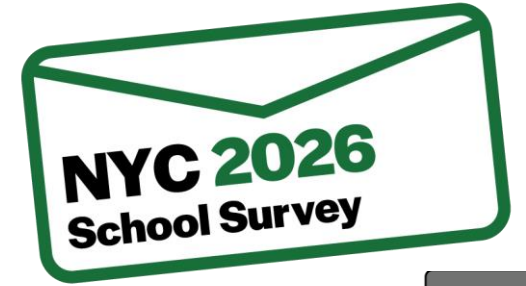


Follow-Up

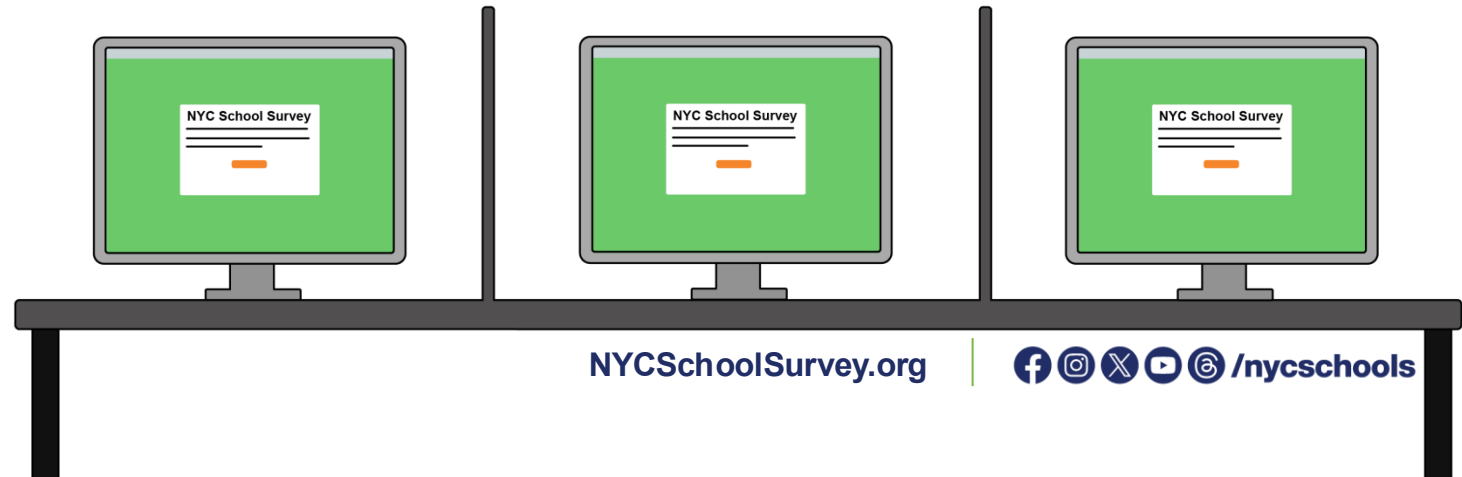
Provide Technical Support During Events

Reduce barriers by offering hands-on support

- Use **pre-planned in-person or virtual events** to support survey completion
- Provide **on-site or online technical help** when possible
- Encourage families to complete the survey on **smartphones and tablets**



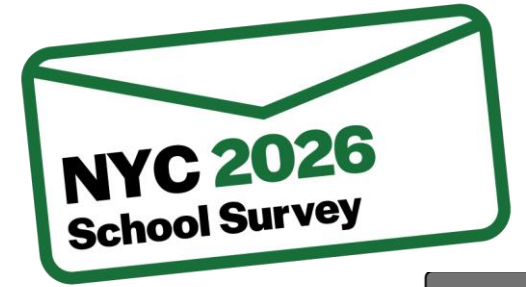
COMPUTER
LAB



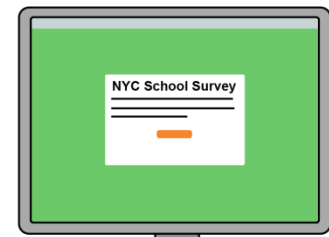
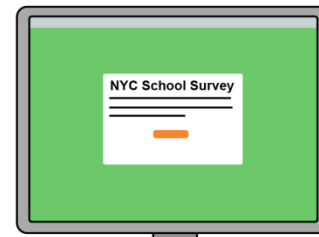
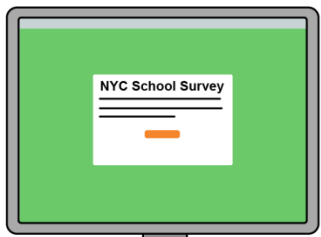
Plan Support with Family Needs in Mind

Use clear visuals and inclusive practices

- Use **visuals and step-by-step guidance** during online meetings
- Provide **language support or translation** when possible
- Consider technology access, language needs, and scheduling when planning outreach



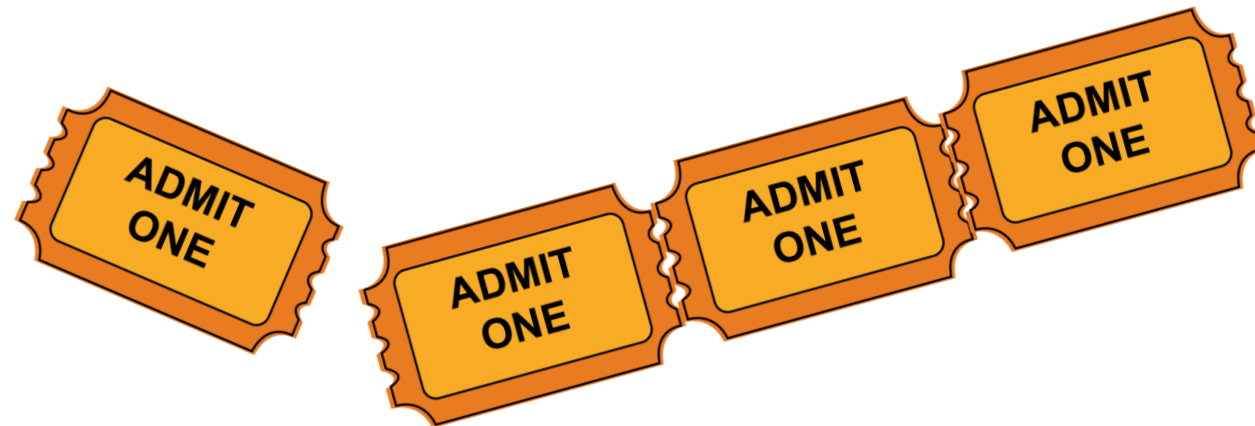
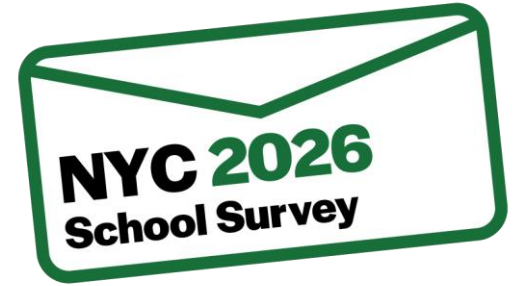
COMPUTER
LAB



Make it Fun!

Use simple, appropriate incentives to encourage participation

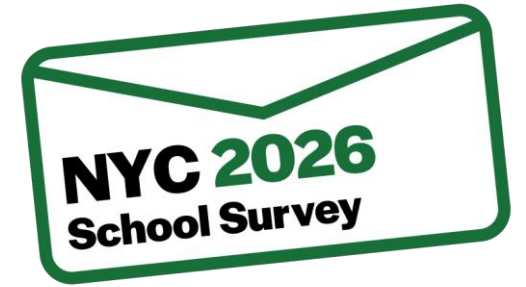
- Consider **small family incentives**
Examples: raffle prize, small gift card
- Keep incentives **reasonable and appropriate**
(They should not influence how participants respond)

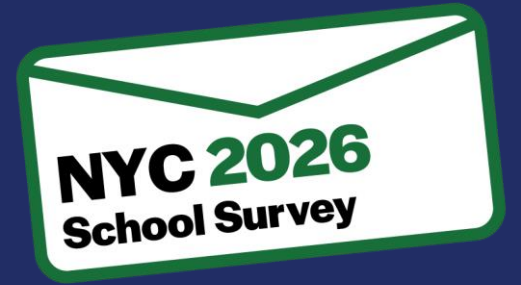


Follow-up

Consistent follow-up is key to increasing participation

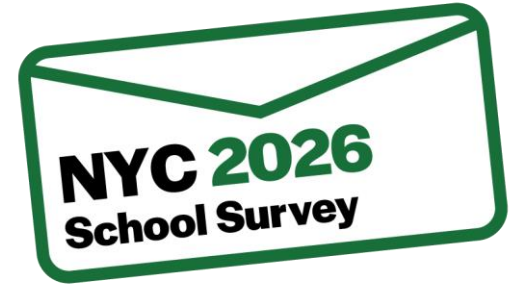
- Use the Panorama platform to guide outreach
- Make outreach **personal** when possible (emails and phone calls)
- Send **regular reminders** using tools your program already uses





6. Survey Ethics

Guidelines for Ethical Survey Administration



- Surveys must be completed in a **fully confidential and voluntary** manner
- Program leaders and staff must avoid **any action or appearance of influence**
- Confidentiality must be protected for **families, and teachers/staff**
- Survey practices that violate this code of conduct may be **investigated**
- Depending on the outcome, **survey results may be invalidated**, and other disciplinary steps may be taken

How the Guidelines Apply in Practice

Administrator presence

- Administrators should not be present when teachers complete the survey.

Incentives

- Small incentives (such as raffles or refreshments) are allowed.
- Incentives must not influence survey responses.

Supporting families

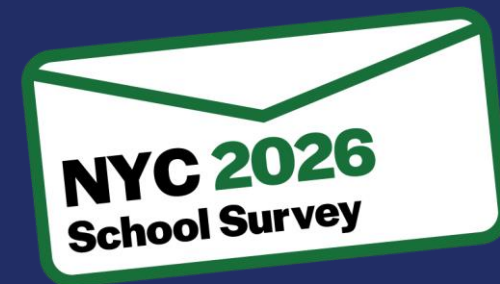
- Programs may provide translation help or explain questions if asked.
- Programs must not complete surveys for families or change the meaning of questions.

Technical support

- Staff or volunteers may help with logging in or using devices.
- Help must not influence answers or affect confidentiality.

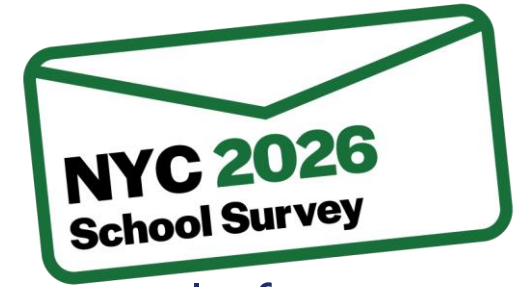
Time and space

- Programs may offer a time or place to complete the survey.
- Participation cannot be limited to that time or place.
- Families and teachers should know they can complete the survey anytime during the survey window.



7. Results

Where Are Survey Results Shared?

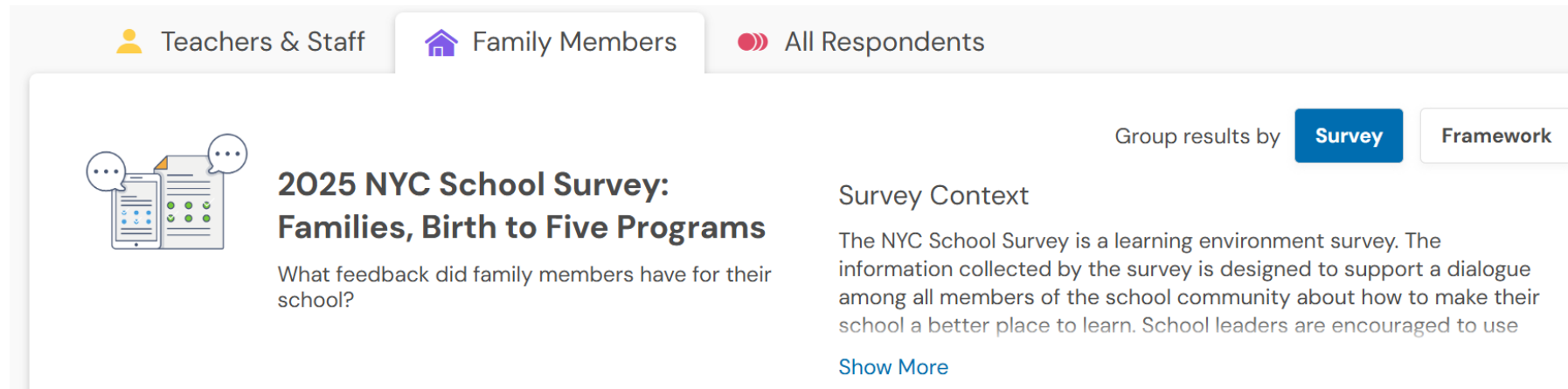


NYC School Survey Report

- Results are published in the NYC School Survey Report on the Panorama platform
- Results from surveys administered before 2020 are available in the School Quality Guide at **tools.nycenet.edu**

When Are Results Released

- Programs receive access to survey results in early summer
- Results are released publicly later in the year



What information is available in the reports?

Survey Results Are Shown As

- Percent favorable results by question
- Results grouped by measure or topic

Results Can Also Be Viewed By

- Age
- Race and Ethnicity
- Gender
- And more

This helps programs better understand patterns in family responses.

Parent Involvement in School

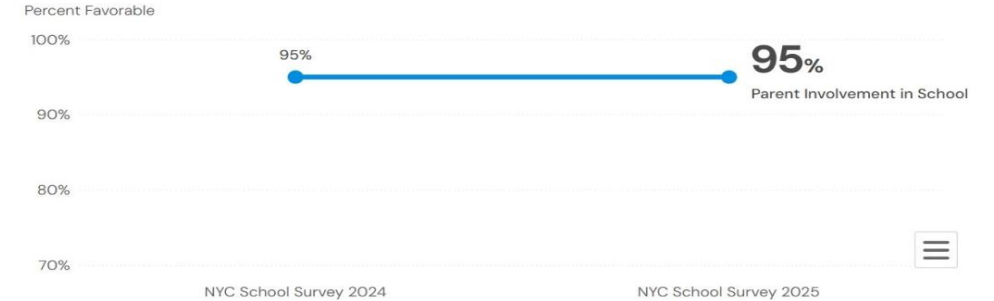
Based on **28,893** responses

This school creates opportunities for parents to be involved in school activities and in their child's learning. (Category: Relationships with Families)

NYC School Survey

Relationships with Families: Family Involvement

How have results changed over time?

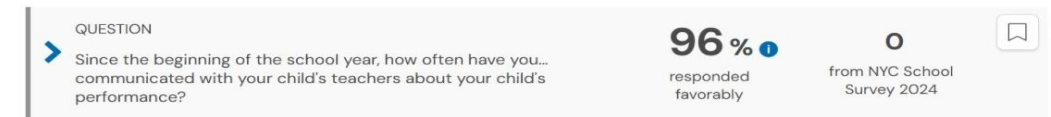


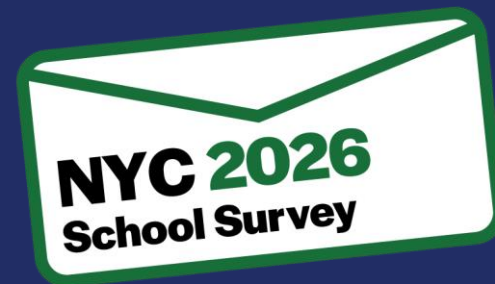
How did different groups respond?



How did family members respond to each question?

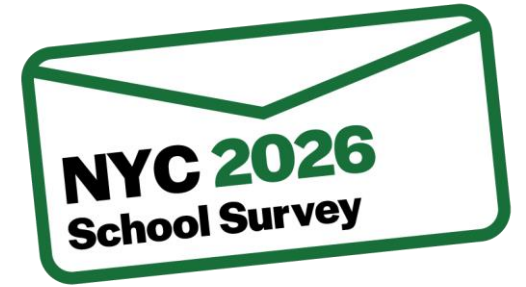
Sorted by Survey order ▾ First to last ▾ Use full width charts





8. Next Steps

Survey Coordinator Responsibilities

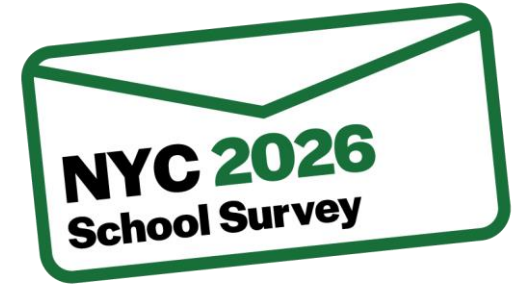


- Review your weekly Survey Coordinator emails carefully for updates and instructions
- Direct families, teachers, and support staff to NYCSchoolSurvey.org to access the survey
- Distribute teacher and staff access codes
- Support families who need help locating their unique access code or the online survey
- Keep your program aware of the survey deadline submission: **April 1, 2026**
- Ship completed family paper surveys by **April 1, 2026**
- Contact us at surveys@schools.nyc.gov with any questions or issues

Reminder: Updating Your Survey Coordinator

- Designated Survey Coordinators are the **main points of contact provided by the Division of Early Childhood Education (DECE)** at the start of the school year
- These contacts received the **Survey Preferences Form in September**, giving programs the opportunity to add or update coordinators
- **To designate or change your program's Survey Coordinator, email surveys@schools.nyc.gov**
- Please include your program name and Site ID

Resources



Visit NYCSchoolSurvey.org for:

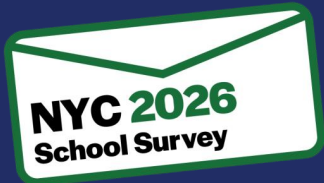
- Online surveys for all respondents
- Survey Coordinator resources on the InfoHub

Key Guidance and Supports

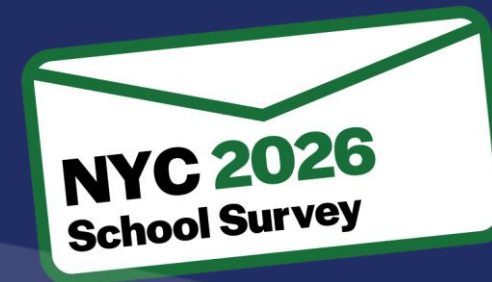
- NYC School Survey FAQs
- Planning Training Deck
- Ethics Reference Guide

Additional Support

- Email surveys@schools.nyc.gov for survey administration and policy support
- Weekly virtual office hours will be available during survey administration



YOUR *SCHOOL*
YOUR *CHILD*
YOUR *VOICE*



Thank you for joining us!