

Active Lives Children and Young People survey

Completing the survey – information for secondary pupils

This document outlines how you can access and complete the survey from home and important information to know before completing the survey.

Please note that the survey is voluntary so if you don't want to take part you don't have to.

Important information to read before accessing the survey

Please read the following information to ensure that you are fully informed before taking part:

- The pupils in your class have been asked by Sport England to complete an important survey called the Active Lives survey about the activity they do. You can choose not to take part if you wish.
- The survey will take about 20 minutes to complete.
- There are no right or wrong answers. Sport England wants to know how much activity people do, whether it is a little or a lot.
- Some questions have a 'prefer not to say' option. You do not need to answer these questions. This includes questions about ethnicity and disability as well as questions about school meals and things you have at home.
- Your parent or guardian present can help with reading and understanding the questions but not with answers.
- We understand that at the moment it may not be possible for you to do all the sport and physical activity that you normally do but we would still really like to know what you have done and how you are feeling at the moment.

You do not have to show your answers to your family or anyone else, but you can ask for help with the survey if you need it.

You have been sent a separate information sheet about what the survey is, please read this before starting the survey so that you have all the information that you need.

Accessing the survey

The survey can be completed on a laptop, desktop computer, tablet or smartphone that has access to the internet. However, we recommend that the survey is completed on a computer or tablet when possible.

The survey will need to be completed in one sitting. This is because if you stop part way through the questionnaire, the answers you have given will be submitted but you will not be able to return to the survey. If you really have to stop part way through, you can return to the survey if you keep your browser open on the page, but it is best if you complete it in one go.

At the end of the survey, your answers will be automatically submitted. You should just continue until you get to the final thank you screen.

What if I can't access the URLs?

There is a helpline that you can contact to help you deal with any issues you may have with completing the survey. Please email activeliveschild.help@ipsos.com if you have any

issues. Please let them know what your query is and what help you need – you do not need to give your name. If possible, please inform your parent or carer if you email the helpline.

The questionnaire has been designed to be suitable for secondary school pupils. It asks about what you have done. If you think you have been sent the wrong questionnaire, please contact the technical helpline to check you have the right URL. The first thing you will see on the screen is if you have the correct questionnaire is:

We would like to ask you some questions about sport and activities and how you feel.

Would you like to start the survey?

What should I do if I accidentally close the survey part way through?

If you are close to the beginning of the survey, you can just enter the URL and start again.

If you have completed the grid questions about which activities you have done in the last 7 days or have already spent more than 10 minutes on the survey then your answers will have been submitted and you should not start again.

You can also email the helpline for help with any issues of this kind.