

Parental Consent for the Indiana Youth Survey

Please carefully review House Bill 1447 in regard to the requirement for parental consent:

<https://iga.in.gov/legislative/2023/bills/house/1447/details>

Schools should **post a link to the Indiana Youth Survey on their school or district website** to allow parents/caregivers to view a copy of the Indiana Youth Survey questionnaires. Additionally, schools should specify any optional modules they will participate in, such as the sex/gender identification module and the mental health module.

Indiana Youth Survey website: <https://inys.indiana.edu>

- 6th grade: https://inys.indiana.edu/docs/survey/INYS2024_6th_Questionnaire.pdf
- 7 - 12th grade: https://inys.indiana.edu/docs/survey/INYS2024_7_12th_Questionnaire.pdf
- Sex/gender identity (optional):
https://inys.indiana.edu/docs/survey/INYS2024_Gender_Identification_Module.pdf
- Mental health (optional):
https://inys.indiana.edu/docs/survey/INYS2024_Mental_Health_Module.pdf

The first parental consent letter/email must be sent to the home of each student in the selected grade, to inform the parents/caregivers of the upcoming survey **at least 31 days prior to** the scheduled survey date(s).



We suggest that each school makes a physical copy of the survey available in either the main office or the counseling office, where students/parents/caregivers could visit and view the survey.

There are a couple of methods for sending the letter/email.

- Make the letter/form available on your school's website or online learning management system parent portal for easy access.
- Send alerts to parents/caregivers, reminding them of the survey's significance and of the importance of submitting signed consent forms.
- Send the letter/form home with students to ensure it reaches parents/caregivers directly.

Schools may appoint school staff to follow-up with students whose parents have not returned the parental consent form after the first notification. Schools may send **the second parental consent letter/email** to these students/parents/caregivers **21 days after the first notification**.



We suggest

- Collaborating with the Parent Teacher Organization (PTO) to educate parents/caregivers about the significance of the survey and the importance of student participation.
- Implementing turn-in incentives, such as a pizza party, for the class that submits the highest number of parental consent forms.
- Engaging with health professionals, youth-serving organizations, and/or local substance use prevention coalitions within the community to promote survey participation.

Schools may administer the survey **10 days after the second notification**, unless a student's parent/caregiver has refused consent.

It is critical that **schools keep track of youth whose parents refuse to allow their participation in the survey**. Schools must **provide an alternative activity** (such as silent reading) for these students.

Schools should retain parental consent forms in line with the schools' record retention practices and policies.

Each school should establish and maintain a grievance procedure for the resolution of a complaint submitted by a student/parent/caregiver.

If you have questions about the Indiana Youth Survey, please contact Prevention Insights at inys@indiana.edu or 812-855-1237.

Disclaimer:

Indiana University and Prevention Insights are not responsible for obtaining parental consent. This document should not be construed as legal advice. Each school should consult with its own legal counsel regarding compliance with House Enrolled Act 1447 and related questions.