

**To:** Parent/Caregiver

**Subject:** Evaluation of the DelNature Summer Camp Program

This letter is being sent to you today because your child(ren) currently participate(s) in a Delaware Nature Society Summer Camp Program. In order to assure that the summer camp program is of high quality and has a positive impact on your child(ren), the program engages in ongoing evaluation and quality improvement efforts.

Because your child participates in Summer Camp, they will be invited to fill out an online or paper survey at the end of their camp week. These surveys measure the impact of the program on your child's development and capture your child's experiences within the program, allowing us to make critical improvements to meet their needs. All youth involved in the 9-15 age groups will be invited to participate in this survey.

**How will your child participate in the survey?**

The surveys take about 20 minutes to fill out and will typically occur during normal program hours when the program meets. Your child will be invited to complete the survey in a group setting online or on paper, or receive an email or text message with a link to the survey to complete the survey on their own.

Participation is completely voluntary. You and your child have the right to terminate their participation at any time or to refuse their participation entirely without jeopardy to their status in the program. None of the activities will interfere with your child's instructional time.

**What are the benefits to taking the survey?**

Your child will become more reflective about their skills and behaviors. Reflection is a key developmental skill that has been shown to lead to a wide-range of benefits for young people.

Additionally, as the adult staff learn more about your child's interests and experiences in the program, they will be able to tailor activities to meet their needs.

**Are there any risks or discomforts in taking the survey?**

Risks are minimal to none for involvement in this study. However, your child may feel emotionally uneasy when asked to make judgments about themselves and the program.

**How is my child's confidentiality protected?**

All information obtained from your child on the survey will be kept confidential and may be used by staff to increase the quality of the program. Program managers, and possibly external evaluators, will also have access to the data so that they can continue to improve the program and support your child's individual needs.

All data are gathered and analyzed through an online platform called Hello Insight. Your child's name will not be associated with data in Hello Insight. Data within this platform are kept confidential in a secure database. Hello Insight will never use your child's name for any reason related to this data, and all data displayed through this system will highlight combined or group results.

**Who do I contact if I have questions about the survey?**

If you have questions regarding this process or the surveys themselves, you may contact us at [ashlandprograms@delnature.org](mailto:ashlandprograms@delnature.org) or by calling us at 302-239-2334 Ext. 1003. You may also contact Hello Insight at [support@helloinsight.org](mailto:support@helloinsight.org).

**If you agree that your child can take the survey, nothing needs to be done.**

If you choose not to have your child participate, they must bring this form, with the agreement signed below, back to their school to inform the evaluators that your child(ren) are opted out of the data collection process.

**Opt out Agreement**

I have read this form and understand that I have until Thursday of my child's camp week to remove my child(ren) from consideration in this evaluation. I have also been provided a copy of this form. I do not agree to allow my child(ren) to participate in filling out surveys within this program.

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**Parent/Guardian Signature**

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**Parent/Guardian Name Printed**

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**Date**

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**Child's First, Middle, and Last Names**

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**Second Child's First, Middle, and Last Names (If Applicable)**