

## **APPENDIX N**

### Active and Passive CPTED Student Survey Data Collection Checklists

## Active Data Collection Checklist

Public Reporting burden of this collection of information is estimated at 20 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NW, MS D-24, Atlanta, GA 30333; Attn: PRA (0920-XXXX).

**CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED) STUDENT SURVEY**

**DATA COLLECTION CHECKLIST**

School Name: \_\_\_\_\_ Date of Survey Administration: \_\_\_\_\_

Teacher: \_\_\_\_\_ Grade(s): \_\_\_\_\_ Class: \_\_\_\_\_ Period: \_\_\_\_\_ A

	Total Number of Students Enrolled in Class Minus Ineligible* Students	Number of Eligible Students that were Unavailable for this Administration (Code as A – Absent; ISS - In School Suspension; SR – Student Refusal; or NFR – No Form Returned)				Number of Parent Refusals (PR)	Number of Completed Surveys
		A	ISS	SR	NFR		
Females							
Males							
<b>Total</b>							

\* The following non-participation codes should be used to identify why students are not eligible to participate in the survey. Do not include these students in the enrollment totals or on the Make-Up List.

CCI – Cannot Complete Independently    DS – Dropped School    EA – Extended Absence    MA – Moved Away    TAC – Took in Another Class  
DC – Dropped Class    E – Expelled    H – Homebound    OSS – Out of School Suspension

Please Print Student Name or Identifier	Gender (M/F)	Grade	Date Reminder Sent	Check if Permission Form was Returned "No"	Check if Permission Form was Returned "Yes"	If Student Did <u>NOT</u> Participate Record Eligibility Code	If Eligibility Code is: A, ISS, SR or NFR ✓ Student <u>IS</u> Eligible for Make-Up
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Please Print Student Name or Identifier	Gender (M/F)	Grade	Date Reminder Sent	Check if Permission Form was Returned "No"	Check if Permission Form was Returned "Yes"	If Student Did NOT Participate Record Eligibility Code	If Eligibility Code is: A, ISS, SR or NFR Student IS Eligible for Make-Up
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## Passive Data Collection Checklist

Public Reporting burden of this collection of information is estimated at 20 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NW, MS D-24, Atlanta, GA 30333; Attn: PRA (0920-XXXX).

**CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED) STUDENT SURVEY  
DATA COLLECTION CHECKLIST**

School Name: \_\_\_\_\_ Date of Survey Administration: \_\_\_\_\_

Teacher: \_\_\_\_\_ Grade(s): \_\_\_\_\_ Class: \_\_\_\_\_ Period: \_\_\_\_\_ **P**

	Total Number of Students Enrolled in Class Minus Ineligible* Students	Number of Eligible Students that were Unavailable for this Administration (Code as A – Absent; ISS - In School Suspension; or SR – Student Refusal)			Number of Parent Refusals (PR)	Number of Completed Surveys
		A	ISS	SR		
Females						
Males						
<b>Total</b>						

\* The following non-participation codes should be used to identify why students are not eligible to participate in the survey. Do not include these students in the enrollment totals or on the Make-Up List.

CCI – Cannot Complete Independently    DS – Dropped School    EA – Extended Absence    MA – Moved Away    TAC – Took in Another Class  
DC – Dropped Class    E – Expelled    H – Homebound    OSS – Out of School Suspension

Please Print Student Name or Identifier	Gender (M/F)	Grade	Check if Permission Form was Returned “No”	If Student Did <u>NOT</u> Participate Record Eligibility Code	If Eligibility Code is: A, ISS, or SR ✓ Student IS Eligible for Make-Up

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Please Print Student Name or Identifier	Gender (M/F)	Grade	Check if Permission Form was Returned "No"	If Student Did NOT Participate Record Eligibility Code	If Eligibility Code is: A, ISS, or SR ✓ Student <u>IS</u> Eligible for Make-Up
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