

# Attachment I

## SCS:17/NCVS Cognitive Interview Recruitment Advertisements

### Recruitment advertisement text for students.

#### Students Needed for Testing a National Survey – Receive \$25 plus \$25 for accompanying parent or guardian

The U.S. Census Bureau is looking for students ages 12-18 to help test question wording on a national survey. Middle and high school students who attend public or private school are all welcome! Interviews will be one hour and will take place at a convenient location. Students will need their parents' permission to participate. **Each student who participates will receive \$25 as a thank you for his or her time, and each parent or guardian who brings their participating child to and from the interview site will also receive \$25.**

We also need students ages 12-18 who meet either of the following criteria:

- Have been bullied in school
- Have bullied other students in school

Please call [NAME] at xxx-xxx-xxxx or email [NAME] at [xxxx@census.gov](mailto:xxxx@census.gov) to learn more.

# Attachment II

## SCS:17/NCVS Cognitive Interview Recruitment Protocol

### SCREENING QUESTIONNAIRE FOR SCHOOL CRIME SUPPLEMENT

Introduction: Hello, I'm \_\_\_\_\_ from the Census Bureau.

IF OUTBOUND CALL: I'm calling about [an email you sent/a voicemail you left] about testing a survey for students ages 12-18. Any student who participates will receive \$25 to thank them for their time, and any parent or guardian who brings their participating child to and from the interview site will also receive \$25.

IF INBOUND CALL: Thanks for calling us about the test of a survey for students.

I just need to get a little bit of background information to find out if your child is eligible to participate.

1) What is your name? \_\_\_\_\_

2) (VERIFY IF ALREADY HAVE THIS INFORMATION) What is your daytime phone number?

(\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

3) How many children between the ages of 12 and 18 live in your household? \_\_\_\_\_

IF NO CHILDREN 12-18 *I'm sorry. Right now we are only testing the survey with students ages 12-18. Thank you for your time.*

IF MORE THAN ONE CHILD: *Let's start with the oldest child first.*

|  | Child 1 | Child 2 | Child 3 | Child 4 |
|--|---------|---------|---------|---------|
| 4. How old is that child? (Verify child is 12 -18)   |         |         |         |         |
| 5. What is that child's name?  |         |         |         |         |
| 6. Is _____ male or female?  |         |         |         |         |
| 7. What grade is _____ in?   |         |         |         |         |
| 8. Is _____ Hispanic?  |         |         |         |         |
| 9. Please choose one or more races that _____ considers him/herself to be.<br>White<br>Black or African American<br>Asian<br>American Indian or Alaska Native<br>Native Hawaiian or other Pacific Islander |         |         |         |         |
| 10. Does _____ speak English fluently?   |         |         |         |         |
| 11. What city or town does _____ live in?  |         |         |         |         |
| 12. Does _____ attend public school, attend private school, or is [he/she] homeschooled?   |         |         |         |         |
| 13. Has _____ ever been bullied in school? (That you know of)  |         |         |         |         |
| 14. Has _____ ever bullied another student at school? (That you know of)   |         |         |         |         |
| 15. If necessary, would you be able to bring _____ to our office in Suitland, MD to be interviewed?  |         |         |         |         |

IF MORE THAN ONE CHILD: *Now let's talk about the [second/third/fourth] oldest child.*

16. In order to make sure that we recruit students from a variety of backgrounds, my last question is about your household's annual income. Is your household's annual income ....

a. above \$25,000?

1  Yes            2  No - skip to conclusion

b. Is it above \$50,000?

1  Yes            2  No - skip to conclusion

c. Is it above \$100,000?

1  Yes            2  No

**Conclusion:**

Thank you for answering these questions about your family. Over the next two weeks, we will be selecting the students to test the survey. If your child is selected, we will be calling you to set up a time to test the survey. Do you have any questions for me? IF NO QUESTIONS: Thank you for your time!

## **SCHOOL CRIME SUPPLEMENT FREQUENTLY ASKED QUESTIONS**

### ***What is this study about?***

For this particular study, we will ask participants to answer a series of questions related to their experiences at school. We will discuss how they arrived at their answers and how they interpreted the questions.

### ***What will you do with the data?***

The data will be used to improve the questionnaire. Your child's participation is voluntary and their responses may be used only for research purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S. Code, Section 9573). Direct quotes may be used in reports or in research presentations, but their name will never be used in any reports or presentations. Your child's participation and interest is very important to this study.

### ***What is the School Crime Supplement?***

**The School Crime Supplement to the National Crime Victimization Survey (SCS/NCVS)** collects information about school-related victimizations on a national level. This information will assist policymakers as well as academic researchers and practitioners at the federal, state, and local levels in making informed decisions concerning crime in schools.

### ***Who is the National Center for Education Statistics?***

The National Center for Education Statistics (NCES), <http://nces.ed.gov/>, is the primary federal statistical entity for collecting and analyzing data on topics related to education in the United States and as compared to other nations. NCES is part of the Institute of Education Sciences, within the U.S. Department of Education. The education statistics that NCES produces are used by Congress, federal and state agencies, educational organizations, researchers, the general public, and others.

### ***Does my child have to participate?***

Participation is voluntary. You may choose whether or not you want your child to be in this study. If you decide to allow them to participate in the study, they may refuse to answer any question they do not want to answer or to stop participating at any time.

### ***How much will my child be paid?***

Each student participant will be given \$25 cash after completing the interview, and each parent or guardian who brings their participating student to and from the interview site will also be given \$25 cash.

### ***How long will the study take?***

The interview will take about one hour.

### ***Why should my child participate?***

We are testing new questions that will be added to the next administration of the survey. Your child's input on how the new questions are working will help improve the study and the data we collect. By participating in this study, your child can help make sure that the SCS collects the most complete and accurate data possible.

### ***How is my child's privacy protected?***

Your child's participation is voluntary and their responses may be used only for research purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (Education Sciences Reform Act of 2002, 20 U.S. Code, Section 9573). Your child's name will not be attached to the answers they provide.

### ***What information will be shared with NCES?***

Your child's name will not be associated with any of the responses they give to the survey questions, and the Census Bureau will not provide the names of any participants to NCES. NCES will receive information about this study in a form that will not lead to the identification of any participants.

# Attachment III

## School Crime Supplement to the National Crime Victimization Survey Student Consent to Participate in Research [for students 18 year old or older]

**Purpose.** The School Crime Supplement to the National Crime Victimization Survey (SCS/NCVS) is conducted by the National Center for Education Statistics (NCES) of the U.S. Department of Education. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (20 U.S. Code, Section 9543). The U.S. Census Bureau is under contract with NCES to develop the questionnaires. The purpose of this study is to evaluate the SCS/NCVS questionnaire items.

**Procedures.** If you agree to participate, the U.S. Census Bureau will ask you to complete select questionnaire items from the SCS/NCVS. The U.S. Census Bureau also will ask a series of debriefing questions that will help us revise the current questionnaire. The interview should take about 60 minutes.

**Confidentiality.** Your participation is voluntary and your responses may be used only for research purposes, to help improve the questionnaires, and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (Education Sciences Reform Act of 2002, 20 U.S. Code, Section 9573). Your name will not be attached to the answers you provide.

**Possible Risks and Discomforts.** We do not anticipate any risks or discomforts for respondents. However, should you feel uncomfortable with any question asked you may skip the question or stop the interview at any time.

**Voluntary Participation.** Your participation is completely voluntary. A decision to not participate will not be held against you. If you agree to participate, you will receive \$25 cash as a thank you for your time and input in the study, and if your parent or guardian will bring you to and from the interview site they will also receive \$25 cash.

### Further Questions.

If you have questions please contact Mary C Davis, U.S. Census Bureau, Center for Survey Measurement, 301-763-3096. If you would like to contact NCES directly, please contact Rachel Hansen at 202-245-7082.

With your permission, we would like to record this interview. The interview will be audio recorded to make sure we don't miss anything that you say and to help us write a report summarizing the results of the interviews. Direct quotes may be used in reports or in research presentations, but your name will never be used in any reports or presentations. If you do not wish to be recorded you may still participate in the interview and will still receive \$25 for your participation.

I have read and understand the statements above. I consent to participate in this study.

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Participant's signature

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Date

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Participant's printed name

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Researcher's signature

OMB Control Number: 1850-0803

# School Crime Supplement to the National Crime Victimization Survey Parental Consent to Participate in Research

**Purpose.** The School Crime Supplement to the National Crime Victimization Survey (SCS/NCVS) is conducted by the National Center for Education Statistics (NCES) of the U.S. Department of Education. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (20 U.S. Code, Section 9543). The U.S. Census Bureau is under contract with NCES to develop the questionnaires. The purpose of this study is to evaluate the SCS/NCVS questionnaire items.

**Procedures.** If you agree to allow your child to participate, the U.S. Census Bureau will ask your child to complete select questionnaire items from the SCS/NCVS. The U.S. Census Bureau also will ask a series of debriefing questions that will help us revise the current questionnaire. The interview should take about 60 minutes.

**Confidentiality.** Your child's participation is voluntary and your child's responses may be used only for research purposes, to help improve the questionnaires, and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (Education Sciences Reform Act of 2002, 20 U.S. Code, Section 9573). Your child's name will not be attached to the answers they provide.

**Possible Risks and Discomforts.** We do not anticipate any risks or discomforts for respondents. However, should your child feel uncomfortable with any question asked, your child may skip the question or stop the interview at any time.

**Voluntary Participation.** Your child's participation is completely voluntary. A decision to not participate will not be held against your child. If you agree to allow your child to participate, your child will receive \$25 cash as a thank you for their time and input in the study, and the parent or guardian who will bring their participating child to and from the interview site will also be given \$25 cash.

## Further Questions.

If you have questions please contact Mary C Davis, U.S. Census Bureau, Center for Survey Measurement, 301-763-3096. If you would like to contact NCES directly, please contact Rachel Hansen at 202-245-7082.

With your permission, we would like to record this interview. The interview will be audio recorded to make sure we don't miss anything that your child says and to help us write a report summarizing the results of the interviews. Direct quotes may be used in reports or in research presentations, but your child's name will never be used in any reports or presentations. If you do not wish to allow your child to be recorded, your child may still participate in the interview and will still receive \$25 for their participation.

By signing below, you agree that your child, \_\_\_\_\_, may participate in this study.

Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

\_\_\_\_\_  
Parent's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's printed name

\_\_\_\_\_  
Researcher's signature

OMB Control Number: 1850-0803