

Attachment Q
Time 2 Reminder Postcards– Paper

Mailings will be sent directly to the school principal and the lead health education teacher using name and contact information supplied on the Time 1 surveys.

Dear [Principal/Lead Health Education Teacher]:

Thank you for completing the first School Health Profiles [School Principal/Lead Health Education Teacher] Questionnaire for the Centers for Disease Control and Prevention’s reliability study! About one week ago, you were sent the **second** [School Principal/Lead Health Education Teacher] Questionnaire booklet. If you have completed and returned your second questionnaire booklet, we want to thank you for your time and support.

If you have not yet done so, please complete and return the second questionnaire booklet at your earliest convenience. The purpose of the study is to understand if respondents are answering questions the same way twice, as a way to assess the reliability of the questionnaire, so it is very important that we receive your **completed second questionnaire**.

If you need another copy of the questionnaire booklet, or have any questions, please contact **[CONTACT NAME]** at **[PHONE NUMBER AND E-MAIL ADDRESS]**. We recognize the many demands placed on your time and appreciate your efforts in completing this questionnaire booklet.

Once you complete this second questionnaire, you will receive a check for \$20 as a token of our appreciation for your participation in this important study.

Sincerely,