[Insert Parent(s) Name]

[Insert Parent(s) Address]

[Insert Parent(s) Phone Number]

[Insert Parent(s) E-Mail Address]

[Insert Date]

[Insert Principal’s Name and Title]

[Insert School Name]

[Insert School Street Address]

[Insert School City, State, Zip]

Via e-mail to: [Insert Principal’s or other high-level administrator’s e-mail address(es)]

Re: [Insert Student’s Name, Grade and LAUSD Student ID Number]

[Insert Student’s Home Address]

Dear [Insert Principal’s Name and Title],

I/We have learned that the School Experience Survey administered to students includes questions covered by California Education Code §51513. I/We have not consented or opted-in to the administration of the School Experience Survey to my/our child, nor have I/we ever taken any action that can be construed as my/our consent or opt-in.

We refuse to allow my/our child to participate in the School Experience Survey or any similar survey, test, questionnaire, examination, analysis or evaluation which includes any question about, or inquiry into the subject matters referenced in either California Education Code §51513 or the federal Protection of Pupil Rights Amendment. **This letter shall serve as my/our demand that my/our child be excluded from the administration of the School Experience Survey this school year and all future school years. This prohibition shall remain effective unless revoked by me/us in writing.**

In addition, I/we demand that LAUSD disable my/our child’s identifiers and treat my/our child as blacklisted in the School Experience Survey administration software to **ensure that my child cannot participate in the survey**.

If my child has provided responses to any question in the current year or any prior year School Experience Survey, LAUSD took those responses in violation of law and I/we demand that each and every one of my/our child’s responses in their entirety be deleted from the records of LAUSD and any third-party.

Please acknowledge your receipt of this communication in writing with a statement confirming that LAUSD will honor my/our demand that my/our child be excluded from the administration of the School Experience Survey this school year and all future school years, and that my/our child is never again presented with any such question, or subjected to any such inquiry without my/our prior written consent. Thank you.

[Sign in this space] [Sign in this space, if applicable]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Insert Parent1 Name] [Insert Parent2 Name, if applicable]

cc: David Heredia, Interim Executive Director

Office of Data and Accountability

Los Angeles Unified School District

333 South Beaudry Avenue, 16th Floor

Los Angeles, CA 90017

Via e-mail to: [oda@lausd.net](mailto:oda@lausd.net); [schoolexperiencesurvey@lausd.net](mailto:schoolexperiencesurvey@lausd.net)