Dear Teacher,

[name of school] will be participating in an online school survey for teachers called the *Tell Them From Me (TTFM)* Focus on Learning Teacher Survey, developed by The Learning Bar Inc. Please review the information below, which includes your login information.

Who: [all teaching staff]

When: [dates of implementation/deadline for participation]

Where: [at your convenience, staff meeting, PD event, etc.]

Why: [region mandate, school improvements, etc.]

**About the *Tell Them From Me* Teacher Survey:**

* The results are not intended to assess teacher performance in any way.
* Results are **anonymous**: login credentials are randomly generated and answers cannot be linked back to individual participants.
* The survey is **voluntary**, however we encourage you to participate, to give you the opportunity to contribute directly into our school improvement initiatives.
* The survey takes approximately 20 minutes to complete and must be completed in one sitting.

The research-based questions are grouped to assess eight Drivers of Student Learningand four Dimensions of Classroom and School Practice. For more information about the *Tell Them From Me* Teacher’s Survey, please visit The Learning Bar’s website: [www.thelearningbar.com](http://www.thelearningbar.com).

**To access the survey:**

1. Go to [www.tellthemfromme.com](http://www.tellthemfromme.com)
2. Enter your login information

Username: XXXXXX

Password: XXXXXX

1. Click on “Begin Survey”

If you have questions or would like to request more information about [name of school]’s upcoming implementation of the *Tell The From Me* Teacher Survey, please contact [name and contact information].