

SOCIAL CONNECTION TOOLKIT PILOT TIMELINE

CHART Lab Website

for more information about the CHART team & projects
chartlab.ca/

CHART lab Contact:

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Dr. Hasina Samji

Principal Investigator
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OCT/NOV

- ☐ **Assign a Social Connection lead/champion for each school** and let the CHART team know who this is. **Please let ydi@sfu.ca know if someone else will be the main contact for the YDI survey.**
- ☐ **Lead signs the Consent Form** and returns it to CHART.
- ☐ **Inform Parents/Guardians:** Distribute Parent/Guardian Passive Consent Forms as soon as possible. Please cc or bcc **ydi@sfu.ca** in your email, or share the date with us, so we have a record. This consent form serves as the consent form for the YDI project as well.

NOV-APR

- ☐ **Gather a school-based planning team** (can include youth, health authority partners, and community partners).
- ☐ **Team reviews the Reflection Tool** ([here](#)) to determine goals for social connection and resources available.
- ☐ **Team reviews the Youth Engagement Planning Document** ([here](#)) to optimize student voice & involvement
- ☐ **Team selects 2 or more initiatives** from the Handbook of Social Connection Initiatives ([here](#)) to implement
- ☐ **Team or working groups plan out the initiatives** using the Planning Document ([here](#))
- ☐ **Begin implementing SCT initiatives**
- ☐ **Fill in implementation diaries** as initiatives are implemented

Note about the SCT project and the YDI

We're running the Social Connection Toolkit (SCT) project at the same time as the YDI this school year. The YDI will serve as one of the ways we're evaluating the SCT. Activities related to the SCT Project are in green boxes; activities related to the YDI survey are in purple boxes.

SCT Study & YDI TIMELINES

Important Links

CHART Lab Website

for more information about the YDI
chartlab.ca/about-ydi

Previous YDI Reports

to see previously published reports:
chartlab.ca/about-ydi/reports/

YDI Administrator Resources:

to access all resources, forms, links in this document: [YDI Admin Resources 2025-2026](#)

YDI Team Contact:

ydi@sfu.ca

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YDI Principal Investigator
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PLEASE NOTE:

YDI administrators will receive a more comprehensive **YDI Administrator Manual** with links to materials they will need to administer the YDI.

MARCH - APRIL

- ☐ Pick your dates for YDI Administration (in May 2026). Inform YDI Team at ydi@sfu.ca.
- ☐ If needed, schedule your **room/equipment bookings** (e.g., computer lab or laptops) in May 2026. Students can also complete on their own personal devices.
- ☐ Attend **YDI training webinar** before your survey administration. YDI Team will reach out with dates.
- ☐ Review the **YDI Administrator Guide** and read through the YDI survey.
- ☐ Let students know about the YDI (at least) one week in advance of survey administration. Show **YAC YDI video**.

MAY

- ☐ Print out class lists with students' Personal Education Numbers and **"More about the YDI" slips** one week before administration.
- ☐ Inform the YDI team of any **consent withdrawals** from parents/guardians prior to your survey date.
- ☐ Administer the YDI. Students complete the survey in class using a **link to the online survey**. The survey takes approximately 30 minutes. This link will be shared a week before your survey date.
- ☐ The YDI team will notify you of any **help requests** that require follow-up.
- ☐ Complete the YDI Survey Administrator Feedback Survey (TBA).

MAY

- ☐ Complete the SCT STUDY Post-test Staff Survey
- ☐ Ensure all SCT Implementation Diaries are completed
- ☐ Share copies of your SCT planning documents with SCT team (optional).

After the YDI

- ☐ YDI school reports will be returned to you within 8 weeks of survey completion. You will receive an updated school report (with provincial comparisons) in May/June.
- ☐ District, Health Authority, and Provincial Reports released in May - June.