

20.12.2023

'A research project to explore teacher/tutor: child relationships and online learning'

1. Hello and thank you for showing an interest in this research project

My name is Charmaine, I'm a third year student attending The University of Sheffield studying to become a Doctor of Educational and Child Psychology. As part of the course I am required to complete a research project.

Your child is being invited to take part in this research project. Before they decide whether or not to participate, it is important for you to understand why the research is being done and what it will involve, I have therefore created this detailed information sheet for you alongside the information sheet that your child will be given. Please take time to read this information carefully and chat about it with your child and others if you wish.

2. What is the project's purpose?

The research aims to explore the following:

1. Children's views of their relationships with teachers and/or tutors they meet in online learning platforms (e.g., zoom).
2. How the relational factors identified by children might impact teaching and learning.

3. Why has my child been chosen?

This research focuses on children who are between the ages of 7-11 (years 3, 4, 5 & 6; key stage two of the national curriculum). The research is also focused on children who are accessing online learning (either full or part time).

4. Does my child have to take part?

No. This is for INFORMATION ONLY. If, after chatting with your child you both decide they'll take part, your child can still withdraw themselves at any point and their data (up to a point¹) without any negative or adverse consequences if they change their minds. You do not have to give a reason. If you want to withdraw from the research, please contact me at crickilawrence1@sheffield.ac.uk as possible.

5. What will happen if my child takes part? What do they have to do?

I will collect a variety of information from your child. The following outlines the activities that your child will be involved in throughout the research period:

- *In early March 2024* – I will introduce myself, the research and, the data collection method, either online or face-to-face (at home). This meeting should be around 30 minutes.
- *In early/mid March 2024* - In answer to the question 'Tell me what it's like to learn online with your teacher or tutor?' your child will be given the option to create one of the following over a two week period: 1. Autophotography/photo voice (they will take photographs of aspects of their environment that they feel represent what it is like to learn online with a teacher or tutor). This will be accompanied by a recording of the reasons they have

¹ There is a point at which it will not be possible for your child's data to be withdrawn from the research. This is once their data has been submitted, anonymised (using the pseudonym they choose) and included within the dataset for analysis. This cut off point is likely to be between late December 2023 mid-January 2024.

photographed the things they have chosen; 2. Art creation (using a preferred medium e.g., drawing or painting); 3. creative writing (e.g., short story or poem); 4. Two or more diary entries.

- *In Late March/early April 2024* - I will conduct a semi-structured one-to-one interview with your child for a maximum of one hour.
- *During April 2024* - I will email follow up questions and/or comments in the form of a short survey/questionnaire. Your child can choose to respond directly via the questionnaire or can opt for an online meeting with me to discuss their response. Either one will take just a few minutes.

6. Will my child be recorded, and how will the recorded media be used?

Your child WILL NOT be video recorded. I may audio record and then transcribe the semi-structured interview if we meet face-to-face. Alternatively, I may transcribe the online interview. If audio recordings are made, they will be used for analysis and quotes in my write-up and conference presentations or lectures. Only I will access to the original recordings.

7. Are there disadvantages or risks of discomfort to my child for taking part in this research?

Your child may be worried about telling me that they no longer wish to take part in the project, so I'll look out for non-verbal signals from them so that this can be addressed (if meeting face-to-face). I'll also make sure that agreement to take part is sought from your child at all points of contact with them. They may also be uncomfortable with sharing negative experiences (of previous learning settings or people) , so I'll remind them of our conversations being confidential (unless I have safeguarding concerns). They only need to share what they want to. They may not want peers or others to see their creations, so they'll always be anonymised. I'll use my experience of working with children to make sure that they understand what they need to do in the tasks and interview, so that they are comfortable doing them. I've also designed all tasks and meetings to account for your child's attention span and will make accommodations for tiredness or fatigue. I am open to hearing your concerns if there are any.

What are the possible benefits of my child taking part?

The immediate benefit of your child participating in this research project is that they enjoy creating a piece of work related to their personal experience of learning online. This research project will also offer the opportunity for your child's voice to be heard and valued. I intend to share their thoughts and ideas with the research and academic community, and also with members of the local authority.

8. Will my child's confidentiality be protected?

In order to maintain your child's confidentiality, I will ask for them to choose a fictitious name in place of their real name. This is the name that will be used in my write-up, in presentations and in publications. All information collected about you and your child will be securely stored in The University of Sheffield Google Drive, and will only be accessed by me. It will be stored in a separate location to any data collected from your child.

9. What is the legal basis for processing my personal data?

According to data protection legislation, I am required to inform you that the legal basis I'm applying in order to process your personal data is that 'processing is necessary for the performance of a task carried out in the public interest' (Article 6(1)(e)). Further information can be found in the University's Privacy Notice <https://www.sheffield.ac.uk/govern/data-protection/privacy/general>.

10. What will happen to the data collected, and the results of the research project?



Parent(s) or Carer(s) information sheet

All data collected will be securely stored in The University of Sheffield's google drive, accessible to me only. The signed consent forms that has your and your child's personally identifiable names on them will also be securely stored. The data provided by your child will be anonymised and securely stored in The University of Sheffield's google drive. It'll be housed in a separate location to personally identifiable information. Your child's data will be stored as their chosen fictitious name for 10 years after publication. Identifiable personal data such as your name, address and telephone number will be destroyed upon completion of all data collection, analysis and final write up (it is estimated that this will be July 2024).

11. Who is the Data Controller?

The University of Sheffield will act as the Data Controller for this study. This means that the University is responsible for looking after your information and using it properly.

12. Who has ethically reviewed the project?

This project has been ethically approved via the University of Sheffield's Ethics Review Procedure, as administered by the Education department.

13. What if something goes wrong and I wish to complain about the research or report a concern or incident?

If you are dissatisfied with any aspect of the research and wish to make a complaint, please contact either Penny Fogg (my research supervisor) at p.fogg@sheffield.ac.uk in the first instance. If you feel your complaint has not been handled satisfactorily contact the Head of the Department of Education, professor Rebecca Lawthom at r.lawthom@sheffield.ac.uk . If the complaint relates to how your personal data has been handled, you can find information about how to raise a complaint in the University's Privacy Notice: <https://www.sheffield.ac.uk/govern/data-protection/privacy/general>.

If you wish to make a report of a concern or incident relating to potential exploitation, abuse or harm resulting from your involvement in this project, please contact the project's Designated Safeguarding Contact Sahaja Davis at t.s.davis@sheffield.ac.uk . If the concern or incident relates to the Designated Safeguarding Contact, or if you feel a report you have made to this Contact has not been handled in a satisfactory way, please contact the Head of the Department of Education, Professor Rebecca Lawthom at r.lawthom@sheffield.ac.uk and/or the University's Research Ethics & Integrity Manager (Lindsay Unwin at l.v.unwin@sheffield.ac.uk).

14. Contact for further information

Please feel free to contact me with any questions that have not been addressed here or that occur to you throughout the research process. My University contact details are set out below. I have also provided the work contact details of my research supervisor should you have questions that you would like to be addressed by her:

- Charmaine Ricki-Lawrence - crickilawrence1@sheffield.ac.uk
- Penny Fogg - p.fogg@sheffield.ac.uk
- Address: The University of Sheffield. The School of Education. The Wave. Faculty of Social Sciences. 2 Whitham Road, Sheffield, S10 2AH. T: +44 (0) 114 222 8177 (The University of Sheffield) or +44 114 222 2000 (The School of Education).



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15. Finally ...

A huge “thank you” for taking the time to read through this information and for considering whether your child should take part in my research project.

Charmaine.