

APPLICATION FOR ETHICAL APPROVAL

In order for research to result in benefit and minimise risk of harm, it must be conducted ethically. A researcher may not be covered by the University's insurance if ethical approval has not been obtained prior to commencement.

The University follows the OECD Frascati manual definition of **research activity**: "creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications". As such this covers activities undertaken by members of staff, postgraduate research students, and both taught postgraduate and undergraduate students working on dissertations/projects.

The individual undertaking the research activity is known as the "principal researcher".

Ethical approval is not required for routine audits, performance reviews, quality assurance studies, testing within normal educational requirements, and literary or artistic criticism.

Please read the notes for guidance before completing ALL sections of the form.

This form must be completed and approved prior to undertaking any research activity. Please see Checklist for details of process for different categories of application.

SECTION A: About You (Principal Researcher)

1	Full Name:	XXXXXXX			
2	Tick all boxes that apply:	Member of staff:	☐	Honorary research fellow:	☐
	Undergraduate Student	☒	Taught Postgraduate Student	☐	Postgraduate Research Student
3	Institute/Academic Discipline/Centre:	Yr Athrofa: Psychology and Counselling			
4	Campus:	SA1 Waterfront Campus, Swansea			
5	E-mail address:	xxxxxxx@student.uwtsd.ac.uk			
6	Contact Telephone Number:	xxxxxxxxxxxxxx			
For students:					
7	Student Number:	XXXXXX			
8	Programme of Study:	BSc Psychology			
9	Director of Studies/Supervisor:	Dr Lymarie Rodriguez-Morales			

SECTION B: Approval for Research Activity

1	Has the research activity received approval in principle? (please check the Guidance Notes as to the appropriate approval process for different levels of research by different categories of individual)	YES	☒	NO	☐
					Date
2	If Yes, please indicate source of approval (and date where known): Approval in principle must be obtained from the relevant source prior to seeking ethical approval	Research Degrees Committee	☐		
Institute Research Committee		☐			
Other (write in) Dr Lymarie Rodriguez-Morales – Dissertation Supervisor		☒	09/12/2019		

SECTION C: Internal and External Ethical Guidance Materials

	Please list the core ethical guidance documents that have been referred to during the completion of this form (including any discipline-specific codes of research ethics, location-specific codes of research ethics, and also any specific ethical guidance relating to the proposed methodology). Please tick to confirm that your research proposal adheres to these codes and guidelines. You may add rows to this table if needed.
1	UWTSD Research Ethics & Integrity Code of Practice ☒
2	UWTSD Research Data Management Policy ☒
3	UWTSD Data Protection and Storage Protocol ☒
4	BPS Code of Ethics and Conduct (July 2018) ☒
5	BPS Code of Human Research Ethics (April 2021) ☒
6	BPS Conducting Research with Human participants during Covid-19 ☒
7	BPS Data Protection Regulation – Guidance for Researchers (2018) ☒
8	BPS Ethics Guidelines for Internet-mediated Research (June 2021) ☒

SECTION D: External Collaborative Research Activity

If there are external collaborators then you should gain consent from the contact persons to share their personal data with the university. If there are no external collaborators then leave this section blank and continue to section E.

1	Institution	Forest School				
2	Contact person name	xxxxxxx				
3	Contact person e-mail address	xxxxxxxxx				
4	Is your research externally funded?	YES	☒	NO	☐	
5	Are you in receipt of a KESS scholarship?	YES	☐	NO	☒	
6	Are you specifically employed to undertake this research in either a paid or voluntary capacity?	Voluntary	YES	☐	NO	☒
7		Employed	YES	☒	NO	☐
8	Is the research being undertaken within an existing UWTSD Athrofa	If YES then the permission question	YES	☐	NO	☒

	Professional Learning Partnership (APLP)?	below does not need to be answered.				
9	Has permission to undertake the research has been provided by the partner organisation?	(If YES attach copy) If NO the application cannot continue	YES	☒	NO	☐

Where research activity is carried out in collaboration with an external organisation

10	Does this organisation have its own ethics approval system?	YES	☐	NO	☒
	If Yes, please attach a copy of any final approval (or interim approval) from the organisation (this may be a copy of an email if appropriate).				

SECTION E: Details of Research Activity

1	Indicative title:	The Forest School Initiative, nature and well-being: Exploring the link between learning in nature and children's well-being.			
2	Proposed start date:	11/11/2019	Proposed end date:	25/05/2020	
	Introduction to the Research (maximum 300 words per section) Ensure that you write for a <u>Non-Specialist Audience</u> when outlining your response to the points below: <i>Purpose of Research Activity</i> <i>Proposed Research Question</i> <i>Aims of Research Activity</i> <i>Objectives of Research Activity</i> Demonstrate, briefly, how <u>Existing Research</u> has informed the proposed activity and explain <i>What the research activity will add to the body of knowledge</i> <i>How it addresses an area of importance.</i>				
3	Purpose of Research Activity To explore potential well-being benefits forest schools have on children in Wales. Research into benefits of exposure to the natural environment has increased considerably. However, current literature focuses on benefits for adults and there is little research concentrating on children. Most research into outdoor exposure for children focuses on education and learning practices, rather than psychological benefits. This is concerning considering the rise in reports of children experiencing mental health concerns (NHS Digital, 2017). Pearson and Craig (2014) state that exposure to natural environments can benefit those suffering with a mental health condition. Such exposure has seen reductions in stress (Thompson et al., 2012) and mood boosting in those with anxiety and depression (Beyer et al., 2014). Educational outdoor adventure programmes have been developed for adolescents and has seen positive wellbeing outcomes. However, these programmes are only available to older children or young adults, are costly and have a focus on group dynamics rather than the psychological well-being aspects. Yet, studies do show benefits of forest schools supporting children's psychological wellness (Mutz & Muller, 2016). Alternatively, Outdoor programs such as the Forest School Initiative are becoming a popular concept across educational providers around the UK. These schools are cost efficient, are easily accessible to educational providers/parents of all age groups and can be held as part of schooling or as a private establishment. The forest school initiative uses a range of pedagogical practices formed from early childhood pioneer theorists (Rousseau, 1762, Gardner, 1993, Piaget, 1952) and centres around learning, teamwork and individual psychological growth (as cited in Williams-Siegedsen, 2016). Forest school is a specialised learning approach and offers students regular opportunity to develop confidence and self-esteem through learning experiences within natural environments, which in-turn can boost positive mood (Doyle & Milchem, 2012). According to Nor et al. (2017) there is significant empirical evidence to support claims that having frequent access to greenspace can enhance children's physical and mental health, social skills, cognition and environmental knowledge. (this box should expand as you type)				

4	Research Question How does the Forest school approach to outdoor learning influence children's well-being? (this box should expand as you type)
5	Aims of Research Activity This study proposes to explore the potential links between the forest school approach to outdoor learning and children's well-being through structured observations of children within a woodland environment along with their parents' perspectives of how the Forest School has benefited their child's well-being. (this box should expand as you type)
6	Objectives of Research Activity Identify changes in children's well-being through a series of observations. Identify if specific outdoor activities are linked to mood/behavioural changes i.e., increased self-confidence. Understand the perceived well-being effect of participating in regular forest school sessions from the parent's point of view. Consider if regular exposure to nature can have a significant positive effect to children's overall well-being. (this box should expand as you type)
	Proposed methods (maximum 600 words) Provide a brief summary of all the methods that may be used in the research activity, making it clear what specific techniques may be used. If methods other than those listed in this section are deemed appropriate later, additional ethical approval for those methods will be needed. You do not need to justify the methods here, but should instead describe how you intend to collect the data necessary for you to complete your project.
7	In order to explore the potential links between the forest school approach to learning and children's wellbeing, this study will be of qualitative design, using both observations and an online survey. Structured observations will take place once a week over a one-month period, to observe children's behaviours in a natural environment during forest school sessions. Data will be recorded on a structured template adapted from Leurven scale of well-being (Laevers & Heylen, 2003) relating to the specific areas of focus i.e., self-confidence and self-esteem, relaxation and inner peace and enjoyment without restraint, as these are considered key features of children's well-being (Declercq, 2011). Observational data will be collected in accordance with Laevers (2005) observational guidance and will record level of well-being, i.e., 1-Extremely low through to 5-Extremely high. Signals and general notes will also be noted (See materials attached). This design has been chosen as it has high ecological validity due to the observations taking place in close proximity to the participants and naturally occurring behaviours can be observed (Foster, 1996), as well as the structure of the observations limiting interactions between the researcher and participants and not causing significant changes or disruptions to the structure of the sessions (as addressed by Connelly & Clandinin, 1990). In addition to observational data collection, additional data will be gathered via a qualitative survey, which will be emailed to adult participants. To ensure data corresponds with a qualitative design, ten open ended questions have been constructed with no fixed responses. Participants will be asked to complete the survey in as much detail as possible in order to gather an ample amount of data. Each question will relate to the parent's perspective of the specific area of interest in conjunction with the observational data, i.e., self-confidence and self-esteem, relaxation and inner peace and enjoyment without restraint. Demographic information of the child participants will also be collected from parents during the completion of the survey to compare differences in age and gender. This method has been chosen as a structured means to gather information (Fowler, 2014). Whilst taking into account the logistics of establishing convenient times and days, as well as a suitable location to conduct private interviews, an online tool has been considered as an appropriate alternative to collect data. However, this approach does have an advantage. Tourangeau (2018) states that online research surveys can reduce the likeliness of social desirability bias due to the anonymity of the study, which in turn can lead to more in-depth and honest responses. Observational data and qualitative survey's will be analysed via thematic analysis (Braun & Clarke, 2014), within a 24-hour timeframe after the completion of each observation, where commonly occurring patterns and themes will be interoperated and a link between parent's perspectives and their child's observations can be explored. (this box should expand as you type)

	Location of research activity Identify all locations where research activity will take place.
8	Research activity will be conducted under the supervision of a certified forest school lead. This has been pre-approved by the Forest School lead. Forest School XXXXX XXX XXX (this box should expand as you type)
	Research activity outside of the UK If research activity will take place overseas, you are responsible for ensuring that local ethical considerations are complied with and that the relevant permissions are sought. Specify any local guidelines (e.g. from local professional associations/learned societies/universities) that exist and whether these involve any ethical stipulations beyond those usual in the UK (provide details of any licenses or permissions required). Also specify whether there are any specific ethical issues raised by the local context in which the research activity is taking place, for example, particular cultural and/or legal sensitivities or vulnerabilities of participants. If you live in the country where you will do the research then please state this.
9	N/A (this box should expand as you type)

10	Use of documentation not in the public domain: Are any documents NOT publicly available?	NO	☒
		YES	☐
11	If Yes, please provide details here of how you will gain access to specific documentation that is not in the public domain and that this is in accordance with the current data protection law of the country in question and that of England and Wales. (this box should expand as you type)		

	Does your research relate to one or more of the seven aims of the Well-being of Future Generations (Wales) Act 2015?	YES	NO
12	A prosperous Wales	☐	☒
13	A resilient Wales	☒	☐
14	A healthier Wales	☒	☐
15	A more equal Wales	☐	☒
16	A Wales of cohesive communities	☐	☒
17	A Wales of vibrant culture and thriving Welsh language	☐	☒
18	A globally responsible Wales	☐	☒
19	If YES to any of the above, please give details: Under the resilient and healthier Wales aims, the research will explore the effects of green space on the well-being of children. (this box should expand as you type)		

SECTION F: Scope of Research Activity

	Will the research activity include:	YES	NO
1	Use of a questionnaire or similar research instrument?	☒	☐
2	Use of interviews?	☐	☒
3	Use of focus groups?	☐	☒
4	Use of participant diaries?	☒	☐
5	Use of video or audio recording?	☐	☒
6	Use of computer-generated log files?	☐	☒
7	Participant observation with their knowledge?	☐	☒
8	Participant observation without their knowledge?	☐	☒
9	Access to personal or confidential information without the participants' specific consent?	☐	☒
10	Administration of any questions, test stimuli, presentation that may be experienced as physically, mentally or emotionally harmful / offensive?	☐	☒
11	Performance of any acts which may cause embarrassment or affect self-esteem?	☐	☒
12	Investigation of participants involved in illegal activities?	☐	☒
13	Use of procedures that involve deception?	☐	☒
14	Administration of any substance, agent or placebo?	☐	☒
15	Working with live vertebrate animals?	☐	☒
16	Procedures that may have a negative impact on the environment?	☐	☒
17	Other primary data collection methods. Please indicate the type of data collection method(s) below.	☐	☒
	Details of any other primary data collection method: (this box should expand as you type)		

If NO to every question, then the research activity is (ethically) low risk and **may** be exempt from **some** of the following sections (please refer to Guidance Notes).

If YES to any question, then no research activity should be undertaken until full ethical approval has been obtained.

SECTION G: Intended Participants

If there are no participants then do not complete this section, but go directly to section H.

	Who are the intended participants:	YES	NO
1	Students or staff at the University?	☐	☒
2	Adults (over the age of 18 and competent to give consent)?	☒	☐
3	Vulnerable adults?	☐	☒
4	Children and Young People under the age of 18? (Consent from Parent, Carer or Guardian will be required)	☒	☐

5	Prisoners?	☐	☒
6	Young offenders?	☐	☒
7	Those who could be considered to have a particularly dependent relationship with the investigator or a gatekeeper?	☐	☒
8	People engaged in illegal activities?	☐	☒
9	Others. Please indicate the participants below, and specifically any group who may be unable to give consent.	☐	☒
	Details of any other participant groups: (this box should expand as you type)		

Participant numbers and source Provide an estimate of the expected number of participants. How will you identify participants and how will they be recruited?		
10	How many participants are expected?	Six children and six adult participants will be recruited (12 participants in total). This sample size has been chosen in accordance with Gerrish and Lathlean (2015), they note that qualitative research is reliant on the quality of data rather than the quantity. Holland and Rees (2010) recommend a sample size of three to ten participants for in-depth qualitative data collection. However, due to data being collected by both observations and a survey, this study will select 12 participants in order to gain a substantial amount of data for analysis. (this box should expand as you type)
11	Who will the participants be?	Participants will be selected from a pre-approved, well established, certified Forest School. Six children will be selected to be observed during their usual forest School sessions. Children will be of primary school age. There will be no specific inclusion/exclusion criteria, however demographic information from all participants will be collected for reference. In addition to this, one parent/guardian for each child being observed will be asked to complete an email based qualitative survey relating to their perspectives on how their child's forest school experiences have influenced their child's wellbeing (Six parents/guardians in total). (this box should expand as you type)
12	How will you identify the participants?	Participants will be recruited via their Forest School. An information sheet will be sent out to all parents to explain the details of the study and invite them to participate. Children and parents' names will be anonymised to protect their anonymity. (this box should expand as you type)

Information for participants:		YES	NO	N/A
13	Will you describe the main research procedures to participants in advance, so that they are informed about what to expect?	☒	☐	☐
14	Will you tell participants that their participation is voluntary?	☒	☐	☐
15	Will you obtain written consent for participation?	☒	☐	☐
16	Will you explain to participants that refusal to participate in the research will not affect their treatment or education (if relevant)?	☒	☐	☐
17	If the research is observational, will you ask participants for their consent to being observed?	☒	☐	☐
18	Will you tell participants that they may withdraw from the research at any time and for any reason?	☒	☐	☐

19	With questionnaires, will you give participants the option of omitting questions they do not want to answer?	☒	☐	☐
20	Will you tell participants that their data will be treated with full confidentiality and that, if published, it will not be identifiable as theirs?	☒	☐	☐
21	Will you debrief participants at the end of their participation, in a way appropriate to the type of research undertaken?	☒	☐	☐
22	If NO to any of above questions, please give an explanation			
	As the children who will be observed are of primary school age (4-11), consent will be obtained from their parents/guardian before conducting the study. However, the children will be made aware of the observation via verbal information from their forest school leader. <i>(this box should expand as you type)</i>			

	Information for participants:	YES	NO	N/A
24	Will participants be paid?	☐	☒	☐
25	Is specialist electrical or other equipment to be used with participants?	☐	☒	☐
26	Are there any financial or other interests to the investigator or University arising from this study?	☐	☒	☐
27	Will the research activity involve deliberately misleading participants in any way, or the partial or full concealment of the specific study aims?	☐	☒	☐
28	If YES to any question, please provide full details			
	<i>(this box should expand as you type)</i>			

SECTION H: Anticipated Risks

	Outline any anticipated risks that may adversely affect any of the participants, the researchers and/or the University, and the steps that will be taken to address them. If you have completed a full risk assessment (for example as required by a laboratory, or external research collaborator) you may append that to this form.					
1	Full risk assessment completed and appended?	<table border="1"> <tr> <td>Yes</td> <td>☐</td> </tr> <tr> <td>No</td> <td>☒</td> </tr> </table>	Yes	☐	No	☒
Yes	☐					
No	☒					
2	Risks to participants For example: sector-specific health & safety, emotional distress, financial disclosure, physical harm, transfer of personal data, sensitive organisational information					
	Risk to participants: Risks to participants are low, however, due to the nature of the topic (children wellbeing), some emotion may arise, though this is very unlikely. However, this may be limited as the participants will be completing an email based qualitative survey within their own time. <i>(this box should expand as you type)</i>	How you will mitigate the risk to participants: The observations of the children participants will be conducted in an approved, certified Forest School under the supervision of the forest school leader. The researcher will act as an observer only and will not participate as part of the session. This is to keep contact with the child participants to a minimal, and to not disrupt their learning. All data collected from the observations will be kept confidential and in line with UWTSD Data Protection and Storage Protocol. Any names or identifying information will also be changed to uphold anonymity during analysis. Both the parents of the children participants and the Forest School lead will receive a detailed information sheet explaining the observations as well as being offered the opportunity to see the researchers DBS check before conducting observations for the safety of the children				

		being observed. Additionally, for adult participants taking part in email based qualitative survey, the risks are also low. However, as the subject is related to their child's well-being, questions will be structured in ways to not upset or offend participants. Questions will be structured with the use of the word 'well-being' and not mental health. Participants will also be provided with informative information, including who to contact (myself, dissertation supervisor or Forest School lead) should any issues arise, in a debrief form following their interview. All collected data will be kept confidential and in line with UWTSD Data Protection and Storage Protocol, as well as any information which could identify the participant, or their child will be changed to uphold anonymity. <i>(this box should expand as you type)</i>
3	If research activity may include sensitive, embarrassing or upsetting topics (e.g. sexual activity, drug use) or issues likely to disclose information requiring further action (e.g. criminal activity), give details of the procedures to deal with these issues, including any support/advice (e.g. helpline numbers) to be offered to participants. Note that where applicable, consent procedures should make it clear that if something potentially or actually illegal is discovered in the course of a project, it may need to be disclosed to the proper authorities	
	N/A <i>(this box should expand as you type)</i>	
4	Risks to the investigator For example: personal health & safety, physical harm, emotional distress, risk of accusation of harm/impropriety, conflict of interest	
	Risk to the investigator: Observational research will be conducted under the supervision of the forest school session lead and therefore will not be in direct contact with any of the children (However, a full DBS check will have been conducted prior to research for safety reasons). Both the Forest school leader and the parents will be made aware that the data being collected is for dissertation research purposes only. In addition to this, the researcher may find themselves asked for information outside of their scope of knowledge as an undergraduate student. <i>(this box should expand as you type)</i>	<i>How you will mitigate the risk to the investigator:</i> To reduce any possible risks, adult participants and parents of the children being observed will be presented with an information sheet outlining the exact measure's that will be used during the research and what the research is seeking to explore, this is to minimize the risk of accusation of impropriety. Should any issues arise, researcher is to seek immediate support from dissertation supervisor. Prior to the commencement of data collection, the dissertation supervisor will sign off on all materials (consent, debrief, measures) if they are satisfied that adequate information has been provided for participants. In addition, contact details are provided on the consent and debrief for the supervisor and, either the participant or the researcher can contact the supervisor for clarification or to raise concerns. Visits to the Forest school will only take place at pre-approved times and days, by both the school lead and dissertation supervisor so that the university staff are aware when researcher is at the off-campus location. <i>(this box should expand as you type)</i>
5	University/institutional risks For example: adverse publicity, financial loss, data protection	
	Risk to the University: Whilst this is an undergraduate individual dissertation research project and so contains no plans for wider dissemination beyond the university, should this be considered it will be through the dissertation supervisor or module lead who are conversant in university regulations regarding dissemination and media engagement. However,	<i>How you will mitigate the risk to the University:</i> All students in the academic discipline of Psychology are expected to adhere to the UWTSD Student Code of Conduct and all researchers and participants are provided with contact details for the supervisor, who is an experienced researcher and who has set out clear guidance

	there is the potential for researcher or participant conduct, should it be of a nature unbecoming of the UWTSD Student Code of Conduct, to behave in a way that may be a risk to the university <i>(this box should expand as you type)</i>	for this study regarding ethical and code of conduct expectations. <i>(this box should expand as you type)</i>
6	Environmental risks For example: accidental spillage of pollutants, damage to local ecosystems	
	Risk to the environment: As the research will be taking place within the Forest school, there is a small risk to the ecosystem. <i>(this box should expand as you type)</i>	How you will mitigate the risk to environment: The researcher will be respectful of the forest environment and be mindful not to disrupt or cause damage to the area. The researcher will also ensure to follow the Forest school's procedures and guidelines for accessing the Forest area. <i>(this box should expand as you type)</i>

Disclosure and Barring Service				
	If the research activity involves children or vulnerable adults, a Disclosure and Barring Service (DBS) certificate must be obtained before any contact with such participants.	YES	NO	N/A
7	Does your research require you to hold a current DBS Certificate?	☒	☐	☐
8	If YES, please give the certificate number. If the certificate number is not available please write "Pending"; in this case any ethical approval will be subject to providing the appropriate certificate number.	XXXXXXX		

SECTION I: Feedback, Consent and Confidentiality

1	Feedback What de-briefing and feedback will be provided to participants, how will this be done and when?
	Child participants will not receive a debrief form, however, they will be verbally debriefed by their Forest School lead. Debrief forms will be sent to the parents of the children who were observed and the participants who completed the survey, outlining the specifics of the study, how the data will be used and stored. A copy of this will also be provided to the Forest School leader. The debrief will also contain contact information of the researcher should they require more information following the study. <i>(this box should expand as you type)</i>
2	Informed consent Describe the arrangements to inform potential participants, before providing consent, of what is involved in participating. Describe the arrangements for participants to provide full consent before data collection begins. If gaining consent in this way is inappropriate, explain how consent will be obtained and recorded in accordance with prevailing data protection legislation.
	The forest School where the research is planned to be carried out will first be contacted to gain approval to conduct the research within their school and to agree a time for the observations to take place (Initial approval has already been obtained from the Forest School). Once this has been agreed, information sheets explaining in detail what the observations will involve and what the study is seeking to explore (including times and dates of observations) will be sent. A parental consent form will accompany the information sheet for parents to complete and return if they are happy for their child to be observed, which will be sent to the forest school lead and distributed to parents. Additional assent will be obtained from the children themselves. Children will be verbally informed of the study and observations in age appropriate language by the Forest School lead. Those who are happy to be observed will be asked to tick a YES/NO box provided on a consent form (Please see appendix 8 for child consent form). Included in the information sheet will be an invite for the parents to complete a qualitative survey. Consent will be provided within the parental consent form. This will ask adult participants to provide an email address for the researcher to send the parent survey. All consent will

	follow BPS ethical guidelines. Consent forms will be stored in a designated folder and kept separate from any collected data in order to uphold confidentiality in accordance with BPS ethics and UWTSD Data Protection and Storage Protocol. <i>(this box should expand as you type)</i>
3	Confidentiality / Anonymity Set out how anonymity of participants and confidentiality will be ensured in any outputs. If anonymity is not being offered, explain why this is the case.
	As the research being conducted is qualitative (use of observations and a qualitative survey), any names or identifying information will be recorded on raw data only. This is to enable the researcher to identify participants during observations and to link child participants to their parents. This information will be changed when the data is analysed to 'child 1, parent 1' etc, as to keep their identity to academic staff anonymous. Only the researcher and researcher supervisor (if requested) will have access to the raw data. Information will be kept confidential at all times, only the researcher and required UWTSD staff members will have access to it. Data will be kept in an encrypted file on a private laptop as per UWTSD Research Data Management Policy and UWTSD Data Protection and Storage Protocol guidelines. <i>(this box should expand as you type)</i>

SECTION J: Data Protection and Storage

	Does the research activity involve personal data (as defined by the General Data Protection Regulation 2016 "GDPR" and the Data Protection Act 2018 "DPA")?	YES	NO
1	"Personal data" means any information relating to an identified or identifiable natural person ('data subject'). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person. Any video or audio recordings of participants is considered to be personal data.	☒	☐
	If YES, provide a description of the data and explain why this data needs to be collected:		
2	Researcher will have children and parents' names and gender. However only the researcher will have this information. As stated above, children and parents' identifying information will be anonymised. Also observations of children's wellbeing/mental health in general will be conducted. <i>(this box should expand as you type)</i>		
	Does it involve special category data (as defined by the GDPR)?	YES	NO
3	"Special category data" means sensitive personal data consisting of information as to the data subjects' – (a) racial or ethnic origin, (b) political opinions, (c) religious beliefs or other beliefs of a similar nature, (d) membership of a trade union (within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992), (e) physical or mental health or condition, (f) sexual life, (g) genetics, (h) biometric data (as used for ID purposes),	☒	☐
	If YES, provide a description of the special category data and explain why this data needs to be collected:		
4	Data relating to children's well-being will be stored, however it will be recorded as 'positive or negative well-being'. There is a chance of physical or mental health conditions being mentioned by the adult participants during the survey, however, questions will relate to the specific areas of wellbeing being explored in order to try to limit this. Prompts into physical or mental health conditions will not be included within the survey and any information of this nature provided by participants will only be used if it corresponds with the research question. <i>(this box should expand as you type)</i>		

	Will data from the research activity (collected data, drafts of the thesis, or materials for publication) be stored in any of the following ways?	YES	NO
5	Manual files (i.e. in paper form)?	☒	☐
6	University computers?	☐	☒
7	Private company computers?	☐	☒
8	Home or other personal computers?	☒	☐
9	Laptop computers/ CDs/ Portable disk-drives/ memory sticks?	☒	☐
10	"Cloud" storage or websites?	☐	☒
11	Other – specify:	☐	☒
12	For all stored data, explain the measures in place to ensure the security of the data collected, data confidentiality, including details of backup procedures, password protection, encryption, anonymisation and pseudonymisation:		
	Observational templates will be completed by hand during observations. Participants names will be recorded on this for identification to the researcher only. Names will be changed on analysis. Raw data will be kept in a designated folder in a locked cabinet at researchers' home until analysis is conducted, raw data will then be passed to dissertation supervisor. Consent forms will also be locked away in a cabinet (separate from raw data). This information will be analysed within 24hours of the observations taking place. Analysed data will be held in a password-encrypted file on a private laptop computer. All data (paper and electronic) will be handed in to the dissertation supervisor on completion of study in accordance with UWTSD data management protocols. <i>(this box should expand as you type)</i>		

Data Protection			
	Will the research activity involve any of the following activities:	YES	NO
13	Electronic transfer of data in any form?	☐	☒
14	Sharing of data with others at the University outside of the immediate research team?	☐	☒
15	Sharing of data with other organisations?	☒	☐
16	Export of data outside the UK or importing of data from outside the UK?	☐	☒
17	Use of personal addresses, postcodes, faxes, emails or telephone numbers?	☐	☒
18	Publication of data that might allow identification of individuals?	☐	☒
19	Use of data management system?	☐	☒
20	Data archiving?	☐	☒
21	If YES to any question, please provide full details, explaining how this will be conducted in accordance with the GDPR and Data Protection Act (2018) (and any international equivalents, where appropriate):		
	Final dissertation will be shared with UWTSD academic staff and the Forest School organisation. This will be in the form of a final written report and a presentation of work. <i>(this box should expand as you type)</i>		
22	List all who will have access to the data generated by the research activity:		
	XXXX (researcher) and Lymarie Rodriguez (Dissertation supervisor) <i>(this box should expand as you type)</i>		

23	List who will have control of, and act as custodian(s) for, data generated by the research activity:		
	Lymarie Rodriguez (Dissertation supervisor) <i>(this box should expand as you type)</i>		
24	Give details of data storage arrangements, including security measures in place to protect the data, where data will be stored, how long for, and in what form. Will data be archived – if so how and if not why not.		
	Data will be both in paper form and electronic. Any paper form data collected will be stored in a private, locked cabinet by the researcher over the data collection period. Analysed data will be held electronically, in a password protected file on a private laptop. Consent forms will be kept separately to data at all times. All data (paper and electronic) will be passed to the researcher's dissertation supervisor on completion and write up of the study. Data storage arrangements will all be in line with the universities data management policy. <i>(this box should expand as you type)</i>		
25	Please indicate if your data will be stored in the UWTSD Research Data Repository (see https://researchdata.uwtsd.ac.uk/). If so please explain. <i>(Most relevant to academic staff)</i>		
	Data will not be held in the UWTSD Research Data Repository at this stage of study. <i>(this box should expand as you type)</i>		
26	Confirm that you have read the UWTSD guidance on data management (see https://www.uwtsd.ac.uk/library/research-data-management/)	YES	☒
27	Confirm that you are aware that you need to keep all data until after your research has completed or the end of your funding	YES	☒

SECTION K: Declaration

	The information which I have provided is correct and complete to the best of my knowledge. I have attempted to identify any risks and issues related to the research activity and acknowledge my obligations and the rights of the participants. In submitting this application I hereby confirm that I undertake to ensure that the above named research activity will meet the University's Research Ethics and Integrity Code of Practice which is published on the website: https://www.uwtsd.ac.uk/research/research-ethics/		
1	Signature of applicant:	XXXXXXX	Date: XXXX

For STUDENT Submissions:

2	Director of Studies/Supervisor:		Date:
3	Signature:		

For STAFF Submissions:

4	Academic Director/ Assistant Dean:		Date:
5	Signature:		

Checklist: Please complete the checklist below to ensure that you have completed the form according to the guidelines and attached any required documentation:

☒	I have read the guidance notes supplied before completing the form.
☒	I have completed ALL RELEVANT sections of the form in full.
☒	I confirm that the research activity has received approval in principle
☒	I have attached a copy of final/interim approval from external organisation (where appropriate)
☐	I have attached a full risk assessment (where appropriate) ONLY TICK IF YOU HAVE ATTACHED A FULL RISK ASSESSMENT
☒	I understand that it is my responsibility to ensure that the above named research activity will meet the University's Research Ethics and Integrity Code of Practice.
☒	I understand that before commencing data collection all documents aimed at respondents (including information sheets, consent forms, questionnaires, interview schedules etc.) must be confirmed by the DoS/Supervisor, module tutor or Academic Director.

RESEARCH STUDENTS AND STAFF ONLY

All communications relating to this application during its processing must be in writing and emailed to pgresearch@uwtsd.ac.uk, with the title 'Ethical Approval' followed by your name. You will be informed of the outcome of your claim by email; therefore it is important that you check your University and personal email accounts regularly.

STUDENTS ON UNDERGRADUATE OR TAUGHT MASTERS PROGRAMMES should submit this form (and receive the outcome) via systems explained to you by the supervisor/module leader.

This form is available electronically from the Academic Office web pages:
<https://www.uwtsd.ac.uk/academic-office/appendices-and-forms/>