

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.

Delete the Guidance Notes at the end of the form BEFORE submitting your application

SECTION A: About You (Principal Researcher)

Full Name:		Stacey Davies			
Tick all boxes which apply:		Member of staff:	☐	Honorary research fellow:	☐
Undergraduate Student	☒	Taught Postgraduate Student	☐	Postgraduate Research Student	☐
Faculty/School/Centre:		BA Early Years Education and Care			
Campus:		UWTSD Carmarthen			
E-mail address:		1906417@student.uwtsd.ac.uk			
Contact Telephone Number:		07568738560			
For students:					
Student Number:		190647			
Programme of Study:		Early Years Education and Care			
Director of Studies/Supervisor:		Dawn Jones			

SECTION B: Approval for Research Activity

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
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		☐		
	Faculty Research Committee		☐		
	Other (write in)		☒	Dawn Jones	

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, 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.	
UWTSD Research Ethics & Integrity Code of Practice	☒
UWTSD Research Data Management Policy	☒
BERA Ethical Guidelines for Educational Research	☒

SECTION D: External Collaborative Research Activity

Does the research activity involve collaborators outside of the University?		YES	☐	NO	☒
If Yes, please provide the name of the external organisation and name and contact details for the main contact person and confirmation this person has consented to their personal data being shared as part of this collaboration.					
Institution					
Contact person name					
Contact person e-mail address					
Has this individual consented to sharing their details on this form?		YES	☐	NO	☒
Are you in receipt of a KESS scholarship?		YES	☐	NO	☒
Is your research externally funded		YES	☐	NO	☒
Are you specifically employed to undertake this research in either a paid or voluntary capacity?	Voluntary	YES	☐	NO	☒
	Employed	YES	☐	NO	☒
Is the research being undertaken within an existing UWTSD Athrofa Professional Learning Partnership (APLP)	If YES then the permission question below does not need to be answered.	YES	☐	NO	☒
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

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				

SECTION E: Details of Research Activity

Indicative title:	What evidence is there to support the importance of outdoor play for young Children's Development?		
Proposed start date:	September 2020	Proposed end date:	October 2020
Introduction to the Research (maximum 300 words) Ensure that you write for a Non-Specialist Audience when outlining your response to the three points below: • Purpose of Research Activity • Proposed Research Question • Aims of Research Activity • Objectives of Research Activity Demonstrate, briefly, how Existing Research has informed the proposed activity and explain • What the research activity will add to the body of knowledge • How it addresses an area of importance.			
Purpose of Research Activity Historically many educational theorists have said how essential outdoor play is for children's healthy development is back in 1782 Friedrich Froebel used the word Kindergarten which translate as children's garden because he recognized how important the outdoors was for the development for young children. This was also backed up by other early educational theorists which include Maria Montessori. Rudolf Steiner. Lev Vygotsky and Jean Piaget also agreed that outdoor play was essential for a child's development. Mieloen and Paterson (2009), stated that children learn from the hands on experiences rather than being told what to do by adults. Yildirim and Akamca (2017) explains how learning through outdoor activities can help with structuring knowledge. Further that learning outdoors supports children to participate actively and learn through play. However, according to Yildirim and Akamca (2017), although outdoor activities provide the main experiences which assists children to transform theoretical understanding into a method of practice. Further supporting long-term memory, which then aids the child to construct a solution to the problem. Nordic countries have a need for a calculated policy of framework that requires avision, a rationale for clear goals for ICT in teaching stated by Bocconi, Chiocciariello, Earp. (2018). According to Terzian, Ph.D., M.S.W., Kristin A. Moore, Ph.D., and Hoan N. Nguyen, To reduce the risk for harmful health and any behavioural enhancements, it is very important for families, schools, and early years practitioners to identify and support children on how to cope with stress.			
Research Question What evidence is there to support the importance of outdoor play for young Children's Development?			
Aims of Research Activity The aim of the research activity is to have a focus group with practitioners in their day to day environment and to see how outdoors is used for play and learning. Also ask the parents to complete questionnaires so insight can be gained concerning outdoor play and their children's development.			
Objectives of Research Activity			

Have a Focus group with the practitioners for 4 settings to explore their thoughts on the health and well being of children and the opportunities outdoor play gives them. The data obtained from this group will be qualitative.

So vocal recordings to be taken during the Focus group so it can be analysed.

The questionnaires for the parents will contain a likert scale in order to obtain quantitative primary data.

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.

There will be primary data collected from for early years practitioners involving a focus group from four different settings. The Focus groups will be held at the settings and the benefits of having a focus group at the settings are they'll be a familiar place for the interviews so the early years practitioners are at their ease they will be more likely to talk. These focus groups will last up to one to two hours. This focus group will be recorded viva a Dictaphone with the participants permission and in anonymity order to be analysed later. According to Walker (2014) Focus groups are an important method of collecting qualitative data so information can be analysed.

A focus group is a form of group interview. Like any other research or evaluation, you carry out, their purpose is to gather information. Through listening and observing (and recording) interactions, focus groups can help us to appreciate how people think and feel about an experience, issues can occur being there could be a Dominant character and other participants will feel like they cannot open up within the group Walker (2014) .

Focus groups are used for generating information on collective views, and the meanings that lie behind those views. They are also useful in generating a rich understanding of participants' experiences and beliefs stated by Dr.Mishra and Dr. Alok. (2017).

A particular disadvantage of a focus group is the possibility that the members may not express their honest and personal opinions about the topic at hand. They may be hesitant to express their thoughts, especially when their thoughts oppose the views of another participant. When it comes to the likert scale questionnaires to the parents according to Kumar (2011) a likert scale is an ordered scale from which respondents choose one option the best line up with their view. It is often used to measure respondents' attitudes by asking the extent to which they agree or disagree with a particular question or statement. The main advantage of Likert Scale questions is that they use a universal method of collecting data, which means it is easy to understand them. Working with quantitative data, it is easy to draw conclusions, reports, results and graphs from the responses. In its final form, the Likert scale is a five (or seven) point scale which is used to allow the individual to express how much they agree or disagree with a particular statement stated by Kumar (2011). Likert questionnaires are also quick, efficient and inexpensive methods for data collection. They have high versatility and can be sent out through mail, over the internet or given in person Kumar (2011). GDPR is fundamentally about two things, the ethical use of private data and keeping that private data secure. The regulation intends to put the specific person back in power of their data Smith (2017).

The final part of any research is that of the dissemination of the results and findings and this should have been communicated at the beginning of the research process to all the participants. This is in order they are aware who will be reading this research and why. This proposed research will follow the fourth edition of BERA's ethical guidelines for educational research (2018) which has been designed to support educational researches in conducting research to the highest ethical standards in any and all contexts.

Location of research activity

Identify all locations where research activity will take place.

In an Early Years setting as stated in the previous sections based on the outdoors. This is based in the County of Carmarthenshire.

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.

(this box should expand as you type)

Use of documentation not in the public domain: Are any documents NOT publicly available?	NO	☒
	YES	☐

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 prevailing data protection law of the country in question and England and Wales.

(this box should expand as you type)

SECTION F: Scope of Research Activity

Will the research activity include:	YES	NO
Use of a questionnaire or similar research instrument?	☒	☐
Use of interviews?	☒	☐
Use of diaries?	☐	☒
Participant observation with their knowledge?	☒	☐
Participant observation without their knowledge?	☐	☒
Use of video or audio recording?	☒	☐
Access to personal or confidential information without the participants' specific consent?	☐	☒
Administration of any questions, test stimuli, presentation that may be experienced as physically, mentally or emotionally harmful / offensive?	☐	☒
Performance of any acts which may cause embarrassment or affect self-esteem?	☐	☒
Investigation of participants involved in illegal activities?	☐	☒
Use of procedures that involve deception?	☐	☒
Administration of any substance, agent or placebo?	☐	☒
Working with live vertebrate animals?	☐	☒
Other primary data collection methods, please explain in this box For example, 'focus groups'. Please indicate the type of data collection method(s) in this box and tick the accompany box.	☐	☒
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

Who are the intended participants:	YES	NO
Students or staff at the University?	☐	☒
Adults (over the age of 18 and competent to give consent)?	☒	☐
Vulnerable adults?	☐	☒
Children and Young People under the age of 18? (Consent from Parent, Carer or Guardian will be required)	☐	☒
Prisoners?	☐	☒
Young offenders?	☐	☒
Those who could be considered to have a particularly dependent relationship with the investigator or a gatekeeper?	☐	☒
People engaged in illegal activities?	☐	☒
Others (please identify specifically any group who may be unable to give consent) please indicate here and tick the appropriate box.	☐	☒
Other – please indicate here: (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?	
How many participants are expected?	Early Years Partitioners over the age of 18 between 10-20 individuals. Parents over age of 18 between 20-30
Who will the participants be?	Early Years Partitioners over age of 18 Parents over the age of 18
How will you identify the participants?	The sitting has been identified and willing to take part in the research. The head of the setting will work with the researcher so they can help identify the Early Years practitioners and the Parents that they need to work with.

Information for participants:	YES	NO	N/A
Will you describe the main research procedures to participants in advance, so that they are informed about what to expect?	☒	☐	☐
Will you tell participants that their participation is voluntary?	☒	☐	☐
Will you obtain written consent for participation?	☒	☐	☐
Will you explain to participants that refusal to participate in the research will not affect their treatment or education (if relevant)?	☒	☐	☐
If the research is observational, will you ask participants for their consent to being observed?	☒	☐	☐
Will you tell participants that they may withdraw from the research at any time and for any reason?	☒	☐	☐
With questionnaires, will you give participants the option of omitting questions they do not want to answer?	☒	☐	☐
Will you tell participants that their data will be treated with full confidentiality and that, if published, it will not be identifiable as theirs?	☒	☐	☐
Will you debrief participants at the end of their participation, in a way appropriate to the type of research undertaken?	☒	☐	☐
If NO to any of above questions, please give an explanation			
<i>(this box should expand as you type)</i>			

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

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.

Full risk assessment completed and appended?

Yes

☐

No

☒

Risks to participants

For example: emotional distress, financial disclosure, physical harm, transfer of personal data, sensitive organisational information

Risk to Participant:

A presence of a researcher could cause distress and disrupted the sitting. By being there could put pressure on the Early Years practitioners.
The Early Years practitioners could be uncomfortable be recorded this could affected their emotional health.
Also feel like it is a test, or they are being judged on their job.
The data collected could be stolen, lost or shared.

How will you mitigate the Risk to Participant

Early Years practitioners could want to stop and withdraw from the process which will be recognized and respected.
The researcher will thoroughly take notes in case the mic could get distorted.
Ensure the Early Years practitioners that it so not a test and their ideas and input in valued.
All data and information sourced during this process will be protected behind lock and key.
Also, anything digital will be kept on an encrypted laptop with fire wall and virus protection.

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

(this box should expand as you type)

Risks to investigator

For example: personal safety, physical harm, emotional distress, risk of accusation of harm/impropriety, conflict of interest

Risk to Investigator:

The researcher could be a witness to certain behaviour which is not deemed appropriate.
The researcher could misplace the data or lose it due to technical issues which can have a negative impacted on them.
The research is there as a researcher not a practitioner this could be misunderstood and causes conflict.

How will you mitigate the Risk to Investigator:

The researcher can follow up the complaints procedures of the setting and speak to their tutor for support and guidance from the UWTSD.
All data and information sourced during this process will be protected behind lock and key.
Also, anything digital will be kept on an encrypted laptop with fire wall and virus protection and backed up.
The research will be introduce by the head of a setting and I will be made clear that they are there as a researcher.

University/institutional risks

For example: adverse publicity, financial loss, data protection

Risk to University:

The researcher can fail to follow the setting policy and act unprofessionally.

How will you mitigate the Risk to University:

The researcher will acknowledge the policies of the setting and follow them correctly and professionally.

<i>(this box should expand as you type)</i>	<i>(this box should expand as you type)</i>
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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
Does your research require you to hold a current DBS Certificate?	☒	☐	☐

SECTION I: Feedback, Consent and Confidentiality

Feedback

What de-briefing and feedback will be provided to participants, how will this be done and when?

When the research is all completed there will be a discussion with the Early Years practitioners and parents to relay the information that has been found and for any questions to be asked.

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.

Letters of consent will be given out to the Early Years practitioners and the parents of the children from the setting for them sign. The consent forms will have detailed information when it comes to what is involved in the whole process and how long it will take, the methods that will be used and what data protection that will take place. When it comes to all letters of consent they will need to be signed and handed back to ensure that all participants are giving their full consent, the full information on how they have the right to withdraw will be included so they know they can withdraw at any time during this process. When it comes to personal data none will be collected in the terms of GDPR and the data protection Act 1988. These methods will keep the sensitive information safe and secure, this will be part of this consent procedure. All information will be password protected.

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.

All the data that is collected will be kept strictly confidential so therefore the Early Years practitioner's names will not be used and parent names will not be used in this process so they know one will be recognized. Also, the location will be able to be recognized and all the data will be analysed for research purposes only.

SECTION J: Data Protection and Storage

In completing this section refer to the University's Research Data Management Policy and the extensive resources on the University's Research Data Management web pages (<http://uwtsd.ac.uk/library/research-data-management/>).

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
"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.	X	☐
If YES, provide a description of the data and explain why this data needs to be collected:		
Each individual can be identify by the voice and video recordings.		
Does it involve special category data (as defined by the GDPR)?	YES	NO
"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),	☐	X
If YES, provide a description of the special category data and explain why this data needs to be collected:		
(this box should expand as you type)		
Will the research activity involve storing personal data and/or special category data on one of the following:	YES	NO
Manual files (i.e. in paper form)?	☐	☒
University computers?	☐	☒
Private company computers?	☐	☒
Home or other personal computers?	☐	☒
Laptop computers/ CDs/ Portable disk-drives/ memory sticks?	☐	☒
"Cloud" storage or websites?	☐	☒
Other – specify:	☐	☒
For all stored data, explain the measures in place to ensure the security of the data collected, data confidentiality, including details of password protection, encryption, anonymisation and pseudonymisation:		
All data and information sourced during this process will be protected behind lock and key. Also, anything digital will be kept on a encrypted laptop with fire wall and virus protection.		

All Data Storage		
Will the research activity involve any of the following activities:	YES	NO
Electronic transfer of data in any form?	☐	☒
Sharing of data with others at the University?	☐	☒
Sharing of data with other organisations?	☐	☒
Export of data outside the European Union or importing of data from outside the UK?	☐	☒
Use of personal addresses, postcodes, faxes, emails or telephone numbers?	☐	☒
Publication of data that might allow identification of individuals?	☐	☒
Use of data management system?	☐	☒
Data archiving?	☐	☒
If YES to any question, please provide full details, explaining how this will be conducted in accordance with the GDPR and DPA (and/or any international equivalent):		
<i>(this box should expand as you type)</i>		
List all who will have access to the data generated by the research activity:		
Stacey Davies and Dawn Jones.		
List who will have control of, and act as custodian(s) for, data generated by the research activity:		
Stacey Davies and if required Dawn Jones.		
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.		
<i>(this box should expand as you type)</i>		
Please indicate if your data will be stored in the UWTSD Research Data Repository (see https://researchdata.uwtss.ac.uk/). If so please explain. <i>(Most relevant to academic staff)</i>		
<i>(this box should expand as you type)</i>		
Confirm that you have read the UWTSD guidance on data management (see https://www.uwtss.ac.uk/library/research-data-management/)	YES	☒
	NO	☐
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	☒
	NO	☐

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		
Signature of applicant:	S Davies	Date: 26/10/2020

For STUDENT Submissions:

Director of Studies/Supervisor:		Date:
Signature:		

For STAFF Submissions:

Head of School/Assistant Dean:		Date:
Signature:		

Reference List

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