Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

PG2 / E1 FORM

APPLICATION FOR ETHICAL APPROVAL

RESEARCH STUDENTS
This form is to be completed by the student within **SIX** months for full-time students and **TWELVE** months for part time students, after the commencement of the research degree or following progression to Part Two of your course.

Once complete, submit this form via the ***MyTSD Doctoral College Portal*** at (https://mytsd.uwtsd.ac.uk).

This document is also available in Welsh.

RESEARCH 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.

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.

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:		Shakuntalaben Ramanbhai Patel			
2	Tick all boxes that apply:		Member of staff:		Honorary research fellow:	☐
	Undergraduate Student	☐	Taught Postgraduate Student	X	Postgraduate Research Student	☐

3	Institute/Academic Discipline/Centre:	Institute of inner- city learning
4	Campus:	London
5	E-mail address:	2428691@student.uwtsd.ac.uk
6	Contact Telephone Number:	07901864930
	For students:	

7	Student Number:	2428691
8	Programme of Study:	Msc public health and social care
9	Director of Studies/Supervisor:	Brain Masumba

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**	**X**
				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)	☐		

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**	x
2	**UWTSD Research Data Management Policy**	X
3	*[List any other relevant documents here]*	☐

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	N/A				
2	Contact person name					
3	Contact person e-mail address					
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 Professional Learning Partnership (APLP)?	If YES then the permission question below does not need to be answered.	**YES**	☐	**NO**	☐

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:	**Assessing the Risk Factors for Developmental Delays in Children Aged 5 to 12 Years in England: A Systematic Review**		
2	Proposed start date:	6 October 2025	Proposed end date:	2 February 2026

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:

Purpose of Research Activity
Proposed Research Question
Aims of Research Activity
Objectives of Research Activity

Demonstrate, briefly, how **<u>Existing Research</u>** 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.

3

Purpose of Research Activity

Rationale for the Research

Developmental delays during childhood have lasting consequences for academic attainment, mental health, and social integration (Morris et al., 2021). Despite this, research in England has predominantly centred on early childhood (0–5 years), with less focus on middle childhood (5–12 years) when developmental challenges can significantly affect school progress (Elliott et al., 2022). This gap in evidence limits the ability of practitioners and policymakers to implement effective age-specific strategies.

The early school years represent a critical detection window; teachers, school nurses, and educational psychologists are well-positioned to identify children struggling with communication, motor skills, attention, or emotional regulation. However, many children are not flagged until problems escalate, resulting in delayed interventions that are less effective and more resource-intensive (Elliott et al., 2022). Risk factors for developmental delays are multifactorial. Biological vulnerabilities, such as genetic disorders or low birth weight, interact with environmental exposures and socio-economic disadvantages to compound developmental challenges (Mualem et al., 2024). Understanding these intersections is essential for designing targeted public health strategies that prioritise children most in need (Totsika et al, 2022). From a policy perspective, the absence of a comprehensive synthesis focusing on England's 5–12 age group hinders the development of coherent national strategies. While international research highlights common risk factors, England's socio-economic profile, healthcare structure, and educational system require context-specific analysis (Olusanya et al., 2023). This systematic review will collate and analyse existing evidence, offering nuanced insights tailored to England setting.

The findings have practical implications, supporting professionals in health, education, and social care to identify children earlier, improve referral pathways, and integrate services (Smythe et al, 2021). They can inform targeted interventions in schools, strengthen early help strategies, and guide investment in community-based programmes (Smythe et al, 2021). Moreover, by identifying modifiable risk factors, the research can contribute

	to reducing inequalities in developmental outcomes, improving life chances for vulnerable children, and alleviating the long-term societal costs of untreated developmental delays (Morgart et al., 2021). In sum, this study addresses a critical research gap, aligns with public health priorities, and has the potential to drive both policy reform and practice improvement in child developmental health within England. (this box should expand as you type)
4	**Research Question** What are the primary risk factors associated with developmental delays in children aged 5 to 12 years in England, and how can a public health approach improve outcomes for vulnerable children? (this box should expand as you type)
5	**Aims of Research Activity** To explore and identify the key risk factors contributing to developmental delays among children aged 5 to 12 years in England. (this box should expand as you type)
6	**Objectives of Research Activity** 1. To examine the biological, environmental, and socio-economic factors influencing developmental outcomes in children. 2. To identify the most reported developmental delays within the 5 to 12-year age group. 3. To evaluate the impact of early identification and intervention strategies on developmental progress in affected children. 4. To develop evidence-based recommendations for public health strategies and policies aimed at reducing developmental delays and improving support for vulnerable children. (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	**Research Methodology** This study will adopt a systematic review methodology, adhering to PRISMA (Preferred Reporting Items for Systematic Reviews and Meta-Analyses) guidelines (Innocenti et al, 2022). Comprehensive searches will be conducted across electronic databases, including PubMed, PsycINFO, CINAHL, and Web of Science, to identify peer-reviewed studies published from 2000 onwards. Search terms will combine keywords and Medical Subject Headings (MeSH) related to “developmental delays,” “risk factors,” “children,” “England,” and the 5–12 age range. Titles and abstracts will be screened, with full-text eligibility assessed against predefined inclusion and exclusion criteria (Sharadgah and Sa'di, 2022). Data extraction will capture study characteristics, population details, risk factors, types of delays identified, and intervention outcomes (Sharadgah and Sa'di, 2022). Quality assessment will use validated appraisal tools such as the Joanna Briggs Institute (JBI) checklist or CASP (Critical Appraisal Skills Programme) tools, depending on study design (Salmond and Manchester, 2021). A narrative synthesis will summarise findings due to expected heterogeneity in study methods and outcome measures. Where feasible, thematic grouping will be applied to identify the most prevalent and modifiable risk factors (Innocenti et al, 2022). **Inclusion and Exclusion Criteria** **Inclusion Criteria:** ● Studies focusing on children aged 5–12 years residing in England. ● Research examining biological, environmental, and/or socio-economic risk factors for developmental delays.

- Peer-reviewed quantitative, qualitative, and mixed-methods studies.
- Articles published in English from the year 2015 onwards.
- Studies reporting on prevalence, identification, or intervention outcomes related to developmental delays.

Exclusion Criteria:

- Studies focusing exclusively on children aged 0–5 years or over 12 years.
- Research not specific to England population.
- Conference abstracts, opinion pieces, editorials, and non-peer-reviewed literature.
- Studies addressing only specific developmental disorders without examining broader risk factors (e.g., autism-only studies unless linked to multi-domain delays).
- Articles lacking sufficient methodological detail for quality appraisal or data extraction.

Data Collection Procedure

The data collection process will begin with a comprehensive search strategy designed to capture a wide range of relevant literature on developmental delays among children aged 5–12 years in England. Searches will be conducted across multiple electronic databases, including PubMed, PsycINFO, Google Scholar, and Web of Science, to ensure broad coverage of biomedical, psychological, nursing, and interdisciplinary research. A combination of keywords and Medical Subject Headings (MeSH) terms will be employed, focusing on concepts such as “developmental delays,” “risk factors,” “school-aged children,” and “England.” Boolean operators, truncation, and filters will refine the results to studies published from 2015 onwards in peer-reviewed English-language journals. Additional searches of grey literature, reference lists, and relevant organisational reports will be undertaken to minimise the risk of publication bias.

Following the initial retrieval, all titles and abstracts will be screened against the inclusion and exclusion criteria to eliminate irrelevant material (Dekkers et al, 2019). Eligible full-text articles will then be reviewed in depth, ensuring that only studies explicitly examining developmental delays in children aged 5–12 within the England context are retained. It is anticipated that 10 to 12 articles will be selected for final analysis, representing a manageable yet sufficient sample to explore risk factors comprehensively. A data management tool such as EndNote or Mendeley will be used to organise the search results and remove duplicates (Dekkers et al, 2019). This structured approach will ensure that the collection process is systematic, transparent, and reproducible, providing a robust evidence base for synthesis (Dekkers et al, 2019).

Quality Assessment Tool

The methodological quality of the included studies will be appraised using validated critical appraisal tools tailored to the study designs. For qualitative, quantitative, and mixed-methods research, the Joanna Briggs Institute (JBI) critical appraisal checklists will be employed, as they offer comprehensive criteria for assessing research rigour, relevance, and reliability (Harrison et al, 2017). The JBI tools will enable the evaluation of aspects such as sample selection, appropriateness of study design, data collection methods, and clarity of findings (Munn et al, 2020). For studies with an observational or interventional design, the Critical Appraisal Skills Programme (CASP) checklists will be applied to assess issues such as bias, confounding factors, validity of outcome measures, and robustness of statistical analyses (Tran et al, 2021). The aim of this assessment will not be to exclude studies solely based on limitations but to contextualise the strength and reliability of the evidence during synthesis (Harrison et al, 2017). The findings of the appraisal will inform the weighting given to different studies in the narrative analysis and will help highlight areas where evidence is strong, weak, or inconsistent (Tran et al, 2021). This process will ensure that the review’s conclusions are based on credible evidence and will increase confidence in the recommendations generated (Tran et al, 2021).

Data Extraction

Data extraction will follow a structured and systematic approach to ensure consistency and accuracy across all included studies (Bernard et al, 2016). A data extraction Excel sheet will be developed in advance, informed by the review objectives and key variables of interest. This sheet will capture essential bibliographic details (author, year, journal), study design, sample characteristics (age, gender distribution, population size), and geographical

	focus within England. It will also record the developmental domains assessed (e.g., cognitive, motor, language, socio-emotional), the type of risk factors explored (biological, environmental, socio-economic), and the measurement tools or diagnostic criteria used. Intervention-related outcomes, where available, will also be included to provide insights into the effectiveness of early detection or support strategies (Chen, 2017). Approximately 10 to 12 studies that meet the eligibility criteria will undergo detailed data extraction. Each study will be carefully reviewed to ensure that no relevant detail is overlooked, with extracted data cross-referenced against the original text for accuracy (Paré and Kitsiou, 2017). Where information is unclear or incomplete, notes will be made, and results will be cautiously interpreted in the synthesis (Chen, 2017). Extracted data will be tabulated to enable comparison across studies, allowing patterns, similarities, and divergences in findings to be identified (Bernard et al, 2016). This systematic process will create a clear and organised evidence base, ensuring that the review is comprehensive and transparent (Bernard et al, 2016). **Data Analysis** The data analysis will employ a narrative synthesis approach due to the anticipated heterogeneity of study designs, populations, and outcome measures. Once extraction is complete, the findings from each study will be grouped thematically according to the categories of risk factors: biological, environmental, and socio-economic. Within these broad categories, subthemes will be identified, such as prematurity, low birth weight, exposure to toxins, family income, or parental education (Braun and Clarke, 2019). This thematic grouping will facilitate the identification of both common and context-specific risk factors (King and Brooks, 2018). Tables and charts will be developed to provide a visual overview of the distribution of risk factors across the included studies, supporting the synthesis with structured evidence (King and Brooks, 2018). The narrative synthesis will not only describe the frequency of identified risk factors but also explore their interactions and cumulative effects on developmental outcomes (Braun and Clarke, 2019). For example, the analysis will consider how biological vulnerabilities might be compounded by environmental exposures or socio-economic disadvantage, contributing to more severe or persistent delays (Braun and Clarke, 2019). Intervention-related findings will be examined to highlight which risk factors appear most modifiable through public health or educational strategies. Through this layered approach, the analysis will generate a nuanced understanding of the most salient risks affecting children in England aged 5–12, while also identifying gaps in the evidence base that require further research. **Ethical Considerations** As this study involves a systematic review of published literature, it does not require ethical approval, as no direct involvement of human participants is anticipated (Laothavorn et al, 2019). Nevertheless, ethical considerations will guide the conduct of the review to ensure integrity and accountability (Konttila et al, 2019). Only peer-reviewed and credible sources will be included to maintain high standards of evidence, and all sources will be acknowledged through proper citation to avoid plagiarism (Laothavorn et al, 2019). Care will be taken to represent study findings accurately and without misinterpretation, ensuring that the synthesis respects the original research's intentions and context (Laothavorn et al, 2019). Additionally, the review will approach sensitive issues, such as socio-economic disadvantage and developmental health, with responsibility, avoiding language that may stigmatise children or families (Konttila et al, 2019). Transparency will be maintained by providing clear documentation of the search strategy, inclusion and exclusion criteria, and quality appraisal methods (Konttila et al, 2019). By adhering to these principles, the review will respect both the scientific process and the populations whose experiences are reflected in the included studies (Laothavorn et al, 2019). (this box should expand as you type)
	Location of research activity Identify all locations where research activity will take place.
8	This is desk-based research. (Systematic review) (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	This is desk-based research *(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	☐	X
13	A resilient Wales	☐	X
14	A healthier Wales	☐	X
15	A more equal Wales	☐	X
16	A Wales of cohesive communities	☐	X
17	A Wales of vibrant culture and thriving Welsh language	☐	X
18	A globally responsible Wales	☐	X
19	If YES to any of the above, please give details:		
	(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?	☐	X
2	Use of interviews?	☐	X
3	Use of focus groups?	☐	X

4	Use of participant diaries?	☐	X
5	Use of video or audio recording?	☐	X
6	Use of computer-generated log files?	☐	X
7	Participant observation with their knowledge?	☐	X
8	Participant observation without their knowledge?	☐	X
9	Access to personal or confidential information without the participants' specific consent?	☐	X
10	Administration of any questions, test stimuli, presentation that may be experienced as physically, mentally or emotionally harmful / offensive?	☐	X
11	Performance of any acts which may cause embarrassment or affect self-esteem?	☐	X
12	Investigation of participants involved in illegal activities?	☐	X
13	Use of procedures that involve deception?	☐	X
14	Administration of any substance, agent or placebo?	☐	X
15	Working with live vertebrate animals?	☐	X
16	Procedures that may have a negative impact on the environment?	☐	X
17	Other primary data collection methods. Please indicate the type of data collection method(s) below.	☐	X
	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?	*(this box should expand as you type)*
11	Who will the participants be?	*(this box should expand as you type)*
12	How will you identify the participants?	*(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			
	(this box should expand as you type)			

	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
	(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.		
1	**Full risk assessment completed and appended?**	**Yes**	☐
		No	X
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: N/A *(this box should expand as you type*	*How you will mitigate the risk to participants:* *(this box should expand as you type)*	
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 *(this box should expand as you type)*		
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: Level of emotional distress, *(this box should expand as you type)*	*How you will mitigate the risk to the investigator:* Have regular meetings with the supervisor. *(this box should expand as you type)*	
5	**University/institutional risks** For example: adverse publicity, financial loss, data protection		
	Risk to the University: N/A *(this box should expand as you type)*	*How you will mitigate the risk to the University:* N/A *(this box should expand as you type)*	
6	**Environmental risks** For example: accidental spillage of pollutants, damage to local ecosystems		
	Risk to the environment: Overuse of resources	*How you will mitigate the risk to environment:* Ensure to keep the use of resources (Electricity, paper, data centre) minimum	

		(this box should expand as you type)

	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?	☐	☐	X
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.			

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?
	N/A *(this box should expand as you type)*
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.
	N/A *(this box should expand as you type)*
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.
	N/A *(this box should expand as you type)*

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.*	☐	X
	If YES, provide a description of the data and explain why this data needs to be collected:		
2	*(this box should expand as you type)*		

	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),*	☐	X
	If YES, provide a description of the special category data and explain why this data needs to be collected:		
4	*(this box should expand as you type)*		

	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)?	☐	X
6	University computers?	☐	X
7	Private company computers?	☐	X
8	Home or other personal computers?	√	☐
9	Laptop computers/ CDs/ Portable disk-drives/ memory sticks?	√	☐
10	"Cloud" storage or websites?	X	
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:		
	The files will be password-protected, encrypted and stored in the university OneDrive (cloud services) *(this box should expand as you type)*		

	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?	☐	X
15	Sharing of data with other organisations?	☐	X
16	Export of data outside the UK or importing of data from outside the UK?	☐	X
17	Use of personal addresses, postcodes, faxes, emails or telephone numbers?	☐	X
18	Publication of data that might allow identification of individuals?	☐	X
19	Use of data management system?	√	☐

20	Data archiving?	☐	X
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):		
	The files will be password-protected, encrypted and stored in the university OneDrive (cloud services), and data will be discarded after the end of the research (May 2026) *(this box should expand as you type)*		
22	List all who will have access to the data generated by the research activity:		
	The student researcher and the supervisor *(this box should expand as you type)*		
23	List who will have control of, and act as custodian(s) for, data generated by the research activity:		
	The student researcher *(this box should expand as you type)*		
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.		
	The files will be password-protected, encrypted and stored in the university OneDrive (cloud services), and data will be discarded after the end of the research (May 2026) *(this box should expand as you type)*		
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. (*Most relevant to academic staff)*		
	N/A *(this box should expand as you type)*		
26	Confirm that you have read the UWTSD guidance on data management (see https://www.uwtsd.ac.uk/library/research-data-management/)	**YES**	X
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**	X

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:**	Shakuntala Patel	**Date:20/10/25**

For STUDENT Submissions:

2	Director of Studies/Supervisor:	Brian Mashumba	**Date: 17/10/25**
3	Signature:	Brian Mashumba	

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:

X	I have read the guidance notes supplied before completing the form.
X	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***
X	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 ONLY Once complete, submit this form via the **MyTSD Doctoral College Portal** at (https://mytsd.uwtsd.ac.uk).
RESEARCH 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.
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.