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

PG2 / E1 FORM
1903187 Matthew Carl Hooper

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:		Matthew Carl Hooper			
Tick all boxes which apply:		Member of staff:	☐	Honorary research fellow:	☐
Undergraduate Student	☐	Taught Postgraduate Student	☒	Postgraduate Research Student	☐

Faculty/School/Centre:	Yr Athrofa
Campus:	SA1 Waterfront, Swansea
E-mail address:	1903187@student.uwtsd.ac.uk
Contact Telephone Number:	07454278867
For students:	
Student Number:	1903187
Programme of Study:	PGCE Primary
Director of Studies/Supervisor:	Catherine Morgan (Module Lead)

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) Libby Chancer	☒	**17/12/2019**

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, 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	☒

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:	How can the use of the outdoor environment contribute to pupils engagement in KS2?		
Proposed start date:	03/02/2020	Proposed end date:	21/02/2020

Introduction to the Research (maximum 300 words)

Ensure that you write for a <u>Non-Specialist Audience</u> 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 **<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.*

Purpose of Research Activity

The purpose of the research activity is to research if the engagement of pupils in relation to learning is enhanced when taking a class-based lesson into the outdoor environment of the school. The research will be specifically looking into behaviour throughout the lesson, pupils involvement during the task and their understanding of the lesson aims through recall. From observations and interviews conducted in four primary schools, it is suggested that the teachers missed many opportunities afforded by teaching in the outdoor environment to enhance pupils learning (Maynard and Waters, 2007).

(this box should expand as you type)

Research Question

How can the use of the outdoor environment contribute to pupils engagement in KS2?

(this box should expand as you type)

Aims of Research Activity

My aims of the research are:

- Does an outdoor setting improve pupils engagement?
- To see if body language and facial expressions of pupils reflects pupil engagement.
- To understand the pupils feelings towards learning in the outdoor environment.

(this box should expand as you type)

Objectives of Research Activity

My objectives for the research are:

- By using the Leuven scale format to structure our non-participant observations, we will look at the pupils body language and facial expressions to see if it reflects the pupil's engagement.
- Once the observations have been completed, interviews will take place with 3 pupils in order to understand what their opinions are regarding learning in the outdoor environment.
- Throughout the whole lesson study activity, we will be making a judgement on whether the outdoor setting improves pupils engagement.

(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.

Lesson Study is a Japanese model of teacher-led research where teachers work collaboratively to target an identified area for development in students' learning (Dudley, 2014). The main benefits of lesson study is to better understand how pupils and teachers learn, to gather data for the non-participant researchers to use in the Lesson Study programme, to improve the quality of teaching through collaborative research and to develop pedagogical skills through the knowledge and experiences that other teachers have (Isoda et al., 2007). During lesson studies, participants work together to plan, observe a collection of lessons to then reflect and refine interventions (Tdtrust.org, 2019). Researchers have stated that lesson studies are the most effective strategies to build and maintain an effective professional learning community (Hopper, 2019).

Observations will be carried out in order to gather and collate the data from 3 separate lessons across 2 schools. A non-participant observer approach will be used throughout the lessons, where the observer tries to act inconspicuous to not influence the natural flow of the classroom and simply observes (Cotton, Stokes and Cotton, 2010). The observation type is structured, whereby we are looking for something specific that we want to observe. An observation schedule was created using the Leuven scale therefore allowing the observation to have a structured approach. An advantage of completing observational research is that it provides the researcher with a first-hand opportunity of watching what people do rather than relying on reports stating what happened. As researchers must explain to the pupils their intentions of the observations in order to gain assent, this might impact a child's behaviour during the observation as they want to give their significant others the response, they perceive the researchers require.

Interviewing is a primary technique used to collect qualitative data in research (Stuckey, 2013). After the research lesson has taken place, a semi-structured interview will be conducted by 2 out of the 3 researchers to ensure that the pupils will not feel intimidated during the process. 3 pupils will be selected from the class to participate in the interview. These pupils will need to give assent as well as having parental consent via a letter sent home prior to the research day to protect the pupils at all costs. This type of interviewing entails the researcher asking pre-determined open-ended questions to the participants in order to understand their point of view as well as listening carefully to the conversation to get the participants to naturally expand their answers (Sociology.org.uk, 2019). The building of rapport is a major benefit to having an interview process during research, the data is easy to record and semi-structured interviews also increase the validity of the data due to the pupils being able to talk in depth with little direction given by the researcher (Sociology.org.uk, 2019). Interviews will be audio recorded and take written notes in order to ensure no information is missed.

Reflections based on Brookfield's reflective practice will then be used in the research proposal. Brookfield's model consists of 4 lenses: the lens of their own autobiographies as the learner of reflective practice, the lens from the pupils perspective, the lens from your colleagues' eyes and the theoretical lens linking to research literature (Brookfield, 1998). Reflecting on the research found over three lessons through four separate lenses is a major benefit as we can see results from a variety of different points of view. Lastly, we will use an aspect of Gibbs' reflective practice to make suggestions for further practice relating to the conclusion of our research (Gibbs, 1988).

(this box should expand as you type)

Location of research activity
Identify all locations where research activity will take place.

School X: A small primary school in a rural town in South Wales.
School Y: A large primary school in a deprived area in South Wales.

(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.

(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: The interview will be with a focus group. (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?	6 pupils in School X and 3 pupils in School Y. *(this box should expand as you type)*
Who will the participants be?	School X Year 3/4 pupils – Selected pupils by class teacher based on their usual engagement in lessons. 1 highly engaged, 1 engaged, 1 disengaged. Year 5/6 pupils – Selected pupils by class teacher based on their usual engagement in lessons. 1 highly engaged, 1 engaged, 1 disengaged. School Y Year 3/4 pupils – Selected pupils by class teacher based on their usual engagement in lessons. 1 highly engaged, 1 engaged, 1 disengaged. *(this box should expand as you type)*
How will you identify the participants?	Selection will be based on pupils prior engagement in lessons. *(this box should expand as you type)*

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			
(this box should expand as you type)			

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:	*How will you mitigate the Risk to Participant*
• Affecting pupils' self esteem through not being selected as participant in research. • Pressures for pupils to give the perceived correct answers. • Safeguarding issues. • Anonymity. *(this box should expand as you type)*	• All pupils are given consent forms to be involved within the research. Pupils will then be selected at random to be included into the research. All pupils will be involved in the lesson. • Pupils are told that there are no consequences for the answers they give. I will make it clear that I want honest answers and that any answers given will not have an effect on their education. • Any safeguarding issues within my research that may arise will be reported to the safeguarding officers of the school immediately. • Pupils will be made aware that all data will be anonymised and held confidentially. No pupils will be identified and will be called Pupil A, B etc. The school will also be anonymised, being called School X and Y. *(this box should expand as you type)*

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)

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

Risk to Investigator:	*How will you mitigate the Risk to Investigator:*
• Allegations from pupils whilst conducting the research. • There is a possibility of being accused of favouritism by pupils who are not part of the research. • Accusation of fabrication or falsification of data. • A power imbalance with myself as a student teacher and researcher.	• The majority of the research is during a normal classroom activity. During the interview there will be another researcher in the room. • All pupils are given consent forms to be involved within the research. Pupils will then be selected at random to be included into the research. All pupils will be involved in the lesson.

(this box should expand as you type)	• I will ensure that I follow the UWTSD and BERA guidelines when conducting this research. • Pupils will be made aware that participation is voluntary, assent and consent will be obtained. Pupils have the right to withdraw without consequences. *(this box should expand as you type)*
University/institutional risks For example: adverse publicity, financial loss, data protection	
Risk to University: • Uphold the good name of the university. • Not falsifying any data which could impact the representation and standards of the university. • Not having in a way that could impact the relationship between the school and university. *(this box should expand as you type)*	*How will you mitigate the Risk to University:* • I will ensure that I follow the UWTSD and BERA guidelines when conducting this research. I will make sure that I behaviour in a professional manner at all times. *(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**
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?
Normal class teacher feedback will be provided to all pupils after the lesson as appropriate. The 9 participants will have access to the research on request. *(this box should expand as you type)*
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. BERA ethical guidelines and UNCRC guidelines will be followed.
We need written consent from parents, carers or guardians. A consent form will be sent home and parents will be asked to sign and return if they are happy for their child to be involved in the research. Language will be jargon free and parents will be able to contact me if they have any questions regarding the research. We need consent from the school via the school mentor. I will obtain written assent from the participants before the research. Pupils will be clearly informed of the purpose of the research. Language will be jargon free and age appropriate. Pupils will have an opportunity to ask questions. Ongoing assent will be obtained through verbal check ins throughout research. *(this box should expand as you type)*
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 data including school names and pupil names will be anonymised (e.g. School X, Pupil B etc). All data will be held confidentially. No pupils will be identifiable from the research. BERA ethical guidelines will be followed. *(this box should expand as you type)*

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:		
(this box should expand as you type)		
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:		

(this box should expand as you type)

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):

Raw data will be available to the university module lead and external examiner on request. All data will be stored until the relevant research assignment goes through the university exam board. After this point, all research data will be destroyed. All data will be archived on the university OneDrive and password protected in line with the UWSTD data management guidelines.

(this box should expand as you type)

List all who will have access to the data generated by the research activity:

Researcher
Research partners
Module Lead

(this box should expand as you type)

List who will have control of, and act as custodian(s) for, data generated by the research activity:

Me, as researcher.

(this box should expand as you type)

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.

Any electronic data will be held on a password protected USB stick. Only I will have access to the USB stick. Any hard copies of pupil work/data will be stored in a locked cupboard within the school. Only I will have access to the key. All data will be stored until the relevant research assignment goes through the university exam board. After this point, all research data will be destroyed. All data will be archived on the university OneDrive and password protected in line with the UWSTD data management guidelines.

(this box should expand as you type)

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)*

No.

(this box should expand as you type)

Confirm that you have read the UWTSD guidance on data management (see https://www.uwtsd.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:	M. Hooper	**Date:** 17/12/19

For STUDENT Submissions:

Director of Studies/Supervisor:		**Date:**
Signature:		

For STAFF Submissions:

Head of School/Assistant Dean:		**Date:**
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 (and have NOT completed Section H of this form) (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 Head of School.
☒	I have deleted the guidance notes before submitting the PG2 for consideration

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:
http://www.uwtsd.ac.uk/academic-office/

Application Process

All staff research projects and all research students must submit the Ethical Approval Form to the **University Ethics Committee** via the Academic Office (pgresearch@uwtsd.ac.uk). Staff research directly in relation to personal study for taught undergraduate or Masters programmes should be submitted via the Faculty procedures explained below.

Taught masters and taught undergraduate research Ethical Approval Forms are considered **within Faculties.** Faculties will provide details of the specific processes for this. Where the Ethical issues within any single ethical application are of particular concern the Faculty will refer these to the University Ethics Committee. Any student activity that involves the collection of primary data needs to undergo Ethical approval, this includes assignment work as well as dissertations.