

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:		Louise Oliver			
Tick all boxes which apply:		Member of staff:	☐	Honorary research fellow:	☐
Undergraduate Student	☒	Taught Postgraduate Student	☐	Postgraduate Research Student	☐
Faculty/School/Centre:		Centre of childhood youth and education			
Campus:		Carmarthen			
E-mail address:		210547@student.uwtsd.ac.uk			
Contact Telephone Number:		07790921082			
For students:					
Student Number:		210547			
Programme of Study:		Early years education and care: Early years practitioner status (2 year)			
Director of Studies/Supervisor:		Natalie Macdonald			

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)		☒	Natalie Macdonald	

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	☒
	☒

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:	Young children learning about outdoor play within the early year's settings.		
Proposed start date:	15/5/22	Proposed end date:	1/9/22
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 Early childhood educators currently provide focused learning opportunities for children in all areas of well-being and environment. Environmental education in early childhood is seen as a significant area of content and curriculum provision. This is one way of identifying appropriate ways of engaging children in their learning environment (Duhn 2012; Elliot 2010) combined with developments at a more global level in regards to promoting the educational environment across all levels of education (UNESCO 2009,2012).The term education is more typically used in Europe for sustainability in Australia ,while the term environmental education is more frequently used in the USA and Asia and that is according to (Davis and Elliott 2014).According to (Jickling and Wals 2007) these terms represent philosophical orientations and debate within the field of the environmental education, while Suave(2005) suggests they are connected with beliefs regarding the extent to which the role of educational environment to help learners engage and to help them have a good understanding and relationship with the world and also for them to participate in practices. The term environmental education is used with clear recognition that there are a multitude of perspectives and there are concerns about the sustainability in early years education and that is according to (Cutter-Mackenzie and Edwards 2013). Children's physical surroundings have an important part to play in a Child's education and development, and it should offer the opportunities and challenges it presents. (Wilk and Jasmund 2015) state that the younger the child the better the connection will be between cognitive and motor development and this is more important for the Childs development. There is also a connection between motor development and language development and that is according to (Morrow 2007). It is important that the environment offers a wide range of physical challenges and sufficient space for a child's development in all areas and that is according to (Bensel and Haug-Schnabel 2012; Kantrowitz and Evans 2016; Morrissey et al. Gutknecht (2016) states the significance of the 'responsivity' of the environment.as it allows children to influence it and control it. It gives the children the opportunity to explore and experience their environment independently (Benhnke et al 2012). Outdoor play environments are generally considered as a basic necessary component of early years childhood settings, supporting children's physical, cognitive, emotional, language and social skills development (Dodge, Colker and Heroman 2010; Milteer and Ginsburg 2012).			

Outdoor play is considered a natural way for children to be healthier and more physically active (Fjortoft 2004; Lovasi et al.2011). However, educators have stressed the outdoor environments need to be well safe, well designed, attractive and supportive in order to build good foundations for children's learning and development (Dodge, Colker, and Heroman 2010;Milteer and Ginsburg 2012).The study that took place in Ormani Kindergartens for children between the ages 3 to 6 years old .It set out to explore children's outdoor environments by observation and interviewing the teachers to find out how outdoor play experiences are implemented and to look at teachers views and roles in supporting extending play for children.

Outdoor play environments in early years settings traditionally used to consist of slides, climbing bars, swings, seesaws and sandpits (Fjortoft 2000).Some outdoor environments have natural areas with trees, grass, water and sand ,along with appropriate equipment suitable to the child's age (Dodge, Colker, and Heroman 2010) .Brown (1994) describes the outdoor learning environment and a unique learning setting and as one of the most powerful and natural sites for learning in early childhood (Bilton 2002).

Outdoor play has been recognised as a right and a need for young children (Aziz and Said 2012), and is a good way of promoting well-being (Lovasi et al.2011). Research shows that outdoor play is linked to children's academic and social and emotional intelligence (Mirrahimi et al. (2011).

By children having opportunities to the outdoors, it helps to enhance children to learn and investigate (Waite, Davies and Brown 2006), it helps supports motor development and hand-eye-foot coordination (Dodge, Colker, and Heroman 2010), reduces tension NAEYC 2007) and affects personality formation and cognitive growth (Oloumi, Mahdavinejad, and Namevarad 2011).

(this box should expand as you type)

Research Question

Why is the environment important in the early years?

(this box should expand as you type)

Aims of Research Activity

To observe young children and practitioners in their learning environment on a daily basis.

To interview practitioners on the benefits of indoor and outdoor learning and to find out what their opinion is on it, and if the and if the environment is suitable and if there are enough opportunities.

(this box should expand as you type)

Objectives of Research Activity

To observe children's play experiences in the indoor and outdoor environment and use 5 different settings to observe them.

To take notes and record the children playing and then analyse the observations

To interview practitioners and staff from the various settings to see what is currently in place and to evaluate their feedback and opinions of outdoor play.

(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.

The settings which will be used for the ethical research are: pre-school nurseries. nursery in a school and primary schools. There will be 5 settings in total. The settings which are involved in the research

have all been contacted and they have all agreed and are happy and willing participate. The parents will also be given the opportunity to be involved and participate. The settings will be contacted by phone to arrange suitable dates and times for the visits and letters will also be sent out to parents for consent. The nurseries and schools that will be involved in taking part in the research all come under the local authority.

All of the settings have a school prospectus which suggest that there is a lot of focus on outdoor learning on a daily basis.

Prior to the research I will inform and prepare all participants with detailed written knowledge regarding their rights as voluntary participants and explain how their data will be used and stored. Obtaining informed consent is not only an ethical requirement, but also a legal one. Investigators are legally required to fully explain the purpose of the research, if there are any potential risks, extent of confidentiality and what potential benefits there are to the study (Nijhawan *et al.*, 2013). Proof of informed consent will be obtained via participant signature.

The methods which I have chosen will involve visiting the settings over a period of 10 weeks. They will consist of two visits every week for five weeks. The researches will be allocated a certain amount of time during the visits for observation for both indoor and outdoor settings. They will follow normal practice in the setting not to overwhelm the children or staff and they will observe for no longer than 15 minutes each observation. The observer will carry on observing both indoor and outdoor play and will be observing 2 to 4 children and two practitioners at a time for 15 minutes. The times of the observations can be decided between the observer and the practitioner.

The observer will be filming with a video camera and taking notes. If for a reason a child can't or doesn't want to be filmed the observer will just take notes. The information that will be collected using notes and video from will be analysed when the study has been completed.

The second part of the study will be interviews. A suitable time will be arranged between the researcher and the observer, so that it is convenient for all parties. The filming will mainly be structured but there is flexibility and will be planned for half hour slots, which would have been arranged by the practitioner. Allowing the staff to choose the time and feel at ease supports the do no harm principle of BERA (2018). With consent the recordings will be done using a Dictaphone. If filming isn't allowed then notes will be taken instead. If possible two practitioners will be interviewed from each setting. There will be a practice of the interview beforehand to ensure that the questions asked are not unclear, insensitive or inappropriate.

Brookes (2003) discusses neo-Hahnian theory about the effectiveness of outdoor play according to Hargreaves and Fullan in (1998). The research and practice have led to the focus on the impact of outdoor programmes and learning. It has also led to the objectivization of play and the essentialising of participant responses.

(this box should expand as you type)

Location of research activity

Identify all locations where research activity will take place.

The early years setting's which are stated in the above section for the research into indoor and outdoor learning will take place in Llanelli. (The county of Carmarthenshire).

(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 <u>NOT</u> 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?	All participants will be over the age of 18 Children 2-3 years old. 40-50 individuals <i>(this box should expand as you type)</i>
Who will the participants be?	Practitioners and staff over the age of 18 Children 2-3 years old
How will you identify the participants?	The settings have been specified and have stated which participants will be involved in the research. The researcher will work along side the person in charge of that particular setting.

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			
<i>(this box should expand as you type)</i>			

SECTION H: Anticipated Risks

Outline any anticipated risks that may adversely affect any of the participants, the researchers and/or the University, and the steps that will be taken to address them.

If you have completed a full risk assessment (for example as required by a laboratory, or external research collaborator) you may append that to this form.

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:

Participant may not fully understand the purpose of the research.

The participants might feel uncomfortable being recorded/filmed. Which could cause them to worry.

A disruption in routine could cause children or staff to feel unsettled or anxious.

Digital recordings could be lost, stolen or shared with others outside the research team.

The researcher will be an additional person which the children and staff may not be familiar with, which could make the children and practitioners nervous about speaking.

(this box should expand as you type)

How will you mitigate the Risk to Participant

Prior to commencing research, the investigator will ensure that all participants receive information on voluntary informed consent in line with Section 8 of the BERA guidelines (BERA, 2018) and Section 19.3 of the UWTSD Research Ethics and Integrity Code of Practice (UWTSD, 2017).

The researcher will explain to the participants about being recorded/filmed and if anyone felt uncomfortable or didn't want to then they wouldn't have to participate or be observed

The researcher could go into the setting prior to the day of the research to introduce themselves and for the children and staff to be familiar with them.

The researcher will explain to the participants exactly what is going to happen with regards to the filming before it starts and will reassure them that all data collected will be stored in line with the GDPR regulations (GDPR, 2018) and UWTSD Research Data Management Policy (UWTSD, 2022).

The researcher has experience and knowledge of going into different environments and working with young children and will know how to approach the situation by giving off positive vibes using body language.

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:

If the participants feel unsettled or distressed at any point during the investigation then aggression may be aimed towards the investigator

Disclosure of information may cause investigator reason for concern for the well-being of participant and/or child.

Investigator could falsely be accused of misconduct.

Unforeseen circumstances could cause harm to the investigator.

If data was lost or the breach of confidentiality it could have a negative impact on the investigator and his career.

(this box should expand as you type)

How will you mitigate the Risk to Investigator:

The investigator will stay calm and reassure that no harm was intended and they are not obligated to participate in the research and they will be reminded they can withdraw at any time. A comfort break was suggested and the investigator reported the incident to the research supervisor.

Participants will be informed when providing letters of voluntary informed consent that confidentiality may have to be breached if information of illegal activity such as abuse or neglect is disclosed as the investigator is legally obliged to inform local authorities for the wellbeing and safety of the individuals involved as detailed in Section 19.6 of UWTSD Research Ethics and Integrity Code of Practice (UWTSD, 2022) and Section 52 and 53 of the BERA guidelines (BERA, 2018).

All participants will be made aware of the note taking and filming before hand and will be reminded that the consent is voluntary and it shows the professionalism of the investigator.

The investigator will immediately stop what he is doing and postpone the investigation until it is safe to continue. The investigator will report the incident and seek the relevant help.

All data will be stored securely in either a locked filing system within a locked room, or will be stored on a university computer which will be password protected, encrypted and firewall protected to reduce the risk of important data being breached and/or sabotaged (GDPR, 2018; UWTSD, 2022).

University/institutional risks

For example: adverse publicity, financial loss, data protection

The reputation of the university will be at risk if conduct of research is not handled professionally.	Investigator will adhere to the principles underpinning the research outlined in BERA (2018) and also adhere to guiding principles in Section 19 of UWTSD Research Ethics and Integrity Code of Practice (UWTSD, 2022), ensuring professional conduct at all times
Breach of data and confidentiality could result in substantial financial loss to the university.	All data will be stored securely in either a locked filing system within a locked room, or will be stored on a university computer which will be password protected, encrypted and firewall protected to reduce the risk of important data being breached and/or sabotaged (GDPR, 2018; UWTSD, 2022).

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?

After all of the information has been gathered and put into a report there will be a presentation about the research and the methodology behind it. Staff, parents and children will be invited to attend a presentation to discuss the findings and outcomes and will be given the opportunity to gain more information and ask questions.

(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.

All participants will receive a letter of voluntary informed consent that will require a signature as direct proof of their agreement to participate. The letter will include all relevant details as to what voluntary informed consent means and will explain in detail what will be involved within the research process. The letter will inform each individual their rights as participants. It will also state their right to confidentiality and the right to stay anonymous All data will be stored in line with GDPR guidelines, (GDPR, 2018) and the UWTSD Research Data Management Policy (UWTSD, 2022), including information regarding how sensitive information such as video evidence will be stored.

(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.

The participants involved in the research will not be identifiable via any description and will not be named in the outputs emerging from this investigation. The children and the practitioners will not be identified or named and the film will not be shared in published material.

(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:		
As mentioned in Section H, data will be stored securely in either a locked filing system within a locked room, or will be stored on a university computer which will be password protected, encrypted and firewall protected to reduce the risk of important data being breached and/or		

sabotaged (GDPR, 2018; UWTSD, 2022). All written evidence such as personal notes will be locked in a filing system within a locked room. Participants and settings will be given pseudo-names to protect confidentiality and anonymity.

(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):

(this box should expand as you type)

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

Louise Oliver

(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:

Louise Oliver

(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.

Data will be stored securely on a university computer which will be password which will be protected, encrypted and firewall protected and after 5 years it will be deleted.

(this box should expand as you type)

Please indicate if your data will be stored in the UWTSD Research Data Repository (see <https://researchdata.uwtسد.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.uwtسد.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:	Louise Oliver	Date: 03/09/2022
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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.

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