

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:		Megan Louise Evans			
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:		2000778@student.uwtsd.ac.uk			
Contact Telephone Number:		N/A			
For students:					
Student Number:		2000778			
Programme of Study:		Early Years Education and Care: Early Years Practitioner Status			
Director of Studies/Supervisor:		Paul Darby			

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)	☒	Tutor – Paul Darby	

SECTION C: Internal and External Ethical Guidance Materials

Please list the core ethical guidance documents that have been referred to during the completion of this form (including any discipline-specific codes of research ethics, and also any specific ethical guidance relating to the proposed methodology). Please tick to confirm that your research proposal adheres to these codes and guidelines.	
UWTSD Research Ethics & Integrity Code of Practice	☒
UWTSD Research Data Management Policy	☒
BERA Ethical Guidelines for Educational Research 2018	☒

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	N/A				
Contact person name	N/A				
Contact person e-mail address	N/A				
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:	Children's emotional development when given the opportunity to take risks whilst playing outdoors.		
Proposed start date:	27 th September 2021.	Proposed end date:	21 st October 2021.
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: • <i>Purpose of Research Activity</i> • <i>Proposed Research Question</i> • <i>Aims of Research Activity</i> • <i>Objectives of Research Activity</i> Demonstrate, briefly, how <u>Existing Research</u> has informed the proposed activity and explain • <i>What the research activity will add to the body of knowledge</i> • <i>How it addresses an area of importance.</i>			
Purpose of Research Activity NI Direct (2020), highlight the value of practitioners giving children the opportunity to take risks, whilst playing outdoors, it states that outdoor play offers significant opportunities to improve and develop their emotional and mental well-being. Children are able to develop their independence through risk-taking outdoors, alongside improving their confidence. Gill (2010) suggests that children and young children are naturally drawn to challenge and adventure, and this natural curiosity should be fulfilled through risk-taking in an outdoor environment. It states that the benefits of outdoor education are significant to a child's development and therefore detract from the possibility of an accident occurring whilst the individual is risk-taking when outdoors. Furthermore, Cohen (2021) implies that research has discovered that children who play outdoors on a regular occasion are more content and less anxious than those who spend more time indoors. The research emphasises the importance of allowing children to take risks in a natural, outdoor environment, therefore the research activity which has been proposed intends to carry out qualitative study. The study will observe children and their practitioners within three different childcare settings whilst they participate in play outdoors, with numerous opportunities for the children to become involved in risk-taking. The observations will focus on the children's feelings, by listening to their conversations, alongside watching their facial expressions, it also aims to discover how the children feel emotionally when playing outdoors, compared to indoors. Moreover, the research will also involve questionnaires which will explore how children feel throughout the risk-taking process.			
Research Question Does allowing children to take risks during outdoor play help aid their emotional development?			
Aims of Research Activity			

To observe young children and practitioners during outdoor play within their settings, whilst they are playing outdoors and are given the opportunity to take risks, to assess whether it has an impact on their emotional development.

To create a questionnaire which will allow the researcher to gain an insight into how outdoor play and risk taking makes the children feel, to interpret the data to discover the impact it has on their emotional development.

Objectives of Research Activity

To observe children whilst they are playing outdoors and partaking in risky play within three different settings.

To take notes whilst observing the children, so a visual record of the observation is available to analyse and compare.

To present the children / their responsible adults with a questionnaire to explore what their opinions on risk-taking and outdoor play.

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.

Three settings have been contacted to ask if they would like to partake in the research, if they would like to be involved in the research – should the ethics proposal be approved.

After the ethics form has been accepted, the managers of the chosen settings will be phoned or visited for a meeting to discuss what the research project involves, they will be informed about the ethical factors, such as confidentiality and also, they will be told about their right to withdraw at any point.

The settings chose are representative of settings in the local county, and this is why they were chosen. Also, the three settings have values which indicate they are outside within a natural environment on a daily basis, which is highly important for this research activity, alongside this reason the chosen settings have a strong knowledge on the benefits of risk-taking and therefore, allow the children in their care this freedom.

Once the settings have discussed the research and understand the process, letters of consent can be created and sent to the parents or the responsible adult of the child, as well as the practitioners who may be involved. A further visit will also be arranged with the parents, their children, and the practitioners, to discuss consent, for example, to ensure the research works in line with providing voluntary informed consent, which is outlined in the British Educational Research Association (2018), also known as BERA.

The research will involve visiting each setting over an 8-week period in November and December, each setting will have four visits each, to ensure there is a representative sample. The researcher will be there for half a day, either the morning or afternoon, depending on the most appropriate based on the setting's normal routine, such as nap time. The observer will follow the routine and normal practise

of the setting and will observe for approximately 20 minutes a time, as this will ensure the children or staff do not become overwhelmed or stressed, whilst enabling the researcher to observe and gain enough data as necessary. The time of observation will be agreed with the children and practitioners to support the welfare of those involved, to ensure the research is working alongside BERA (2018) and Flewitt (2020). The researcher will observe play and risk-taking outdoors and will be observing between two-six children, with two practitioners within the 20-minute timeslot.

Questionnaires will be handed out to those involved and should be completed within the childcare setting, to ensure they are all completed. The questionnaire will use open-ended questions and will be written in a sensitive way with the target audience in mind, to ensure it supports the do not harm principle of BERA (2018). Notes will be written throughout the observation, which will form the data for the observational aspect of the study. These can then be analysed and interpreted in respect to the research question.

A pilot study of the research will be completed to ensure everything works in an appropriate way and provides a conclusion to the research proposal. This will also ensure the questions are written in a way which are not insensitive, inappropriate, or unclear.

Location of research activity

Identify all locations where research activity will take place.

In three childcare settings. All settings are based in the county of Carmarthenshire, pseudonyms will be used to ensure confidentiality and anonymity is maintained.

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.

N/A

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.

N/A

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:		

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:	☐	☒

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?	15 practitioners (18 years of age or over) 30 children (3 – 5 years old)
Who will the participants be?	Practitioners over 18 Children aged 3 to 5 years.
How will you identify the participants?	The settings will discuss who wants to take part in the research, the researcher will work with the settings managers who can help identify those who want to be involved.

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			
N/A			

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			
N/A			

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?					
<table border="1"> <tr> <td>Yes</td> <td>☐</td> </tr> <tr> <td>No</td> <td>☒</td> </tr> </table>		Yes	☐	No	☒
Yes	☐				
No	☒				
Risks to participants For example: emotional distress, financial disclosure, physical harm, transfer of personal data, sensitive organisational information					
Risk to Participant: The researcher being within the setting could cause emotional upset to the children and the practitioners and it may disrupt the settings natural routine. The researcher will be an additional person and may therefore make the participants feel nervous and may change their behaviour. Notes could be lost or shared with others who are not within the research team. The researcher may behave in a way which is inappropriate or unprofessional, in relation to an Early Years setting, and this may cause emotional distress to the participants. The children or practitioners may feel uncomfortable being observed or having the researcher take notes and this may therefore have a negative impact on their emotional health.	How will you mitigate the Risk to Participant? The researcher should work with the team within the setting to choose an observation time which is less likely to disrupt their routine, and therefore change their behaviour. If children show that they may want to withdraw, through crying for example, this will be recognised, and they will be able to withdraw from the process. Any data should be locked in a cabinet or room when the research is not there, to ensure it is being stored safely. University computers will be used, which are firewall protected, password access only and encrypted Before beginning the research, the researcher should discuss the policies and procedures with the setting leader, to ensure they are working to the standard of the settings norms and policies, The researcher should pick up on any cues that the participants are uncomfortable and will respond to requests not to observe.				

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

Risks to investigator

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

Risk to Investigator:

Researchers may observe behaviour which is not appropriate, or which may not be deemed as suitable within a childcare setting and breaks childcare standards.

Each early years setting has clear policies, in relation to wellbeing and safeguarding. This could mean the researcher may unconsciously go against a policy if they do not fully understand each policy and procedure. This could mean the researcher may be at risk of having accusations being made against them.

The researcher is not observing as a practitioner, so conflicts may arise if the role is misunderstood by both the children and practitioners.

How will you mitigate the Risk to Investigator?

When releasing the letters, which will discuss the research and consent the researcher should acknowledge that confidentiality may be breached if they see practise which are below standards of the Care Inspectorate Wales (2016) national minimum standards or break safeguarding legislations. A complaints procedure can be followed if they see anything inappropriate.

The researcher would have to ensure they understand the settings policies and should also ensure they have an up-to-date DBS. Before beginning the research, they should read and discuss the settings policies and procedures.

The researcher cannot be left alone with the children whilst they are observing as part as the research project and should ensure other practitioners are present. If children approach the researcher to ask a question, they should respond in line with the UNCRC article 12, which can be found in UNICEF (2019). However, if children require personal care, the researcher should ask the practitioner to help the child.

University/institutional risks For example: adverse publicity, financial loss, data protection	
Risk to University: If the researcher does not work alongside the settings policy or acts in an inappropriate way, they could experience negative publicity, affecting their researcher reputation, There would be negative publicity for UWSTD if the research did not maintain confidentiality and data protection of the research	How will you mitigate the Risk to University? The researcher should ensure they are aware of the settings policies and standards. Before starting the research, the researcher will arrange a meeting with the setting manager and discuss the settings norms and policies. All data will be stored in a locked cabinet or room when the researcher is not in attendance or on University computers which are protected by passwords and encrypted.

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? Any reports published from the research project will be distributed to the participants, or in this case their parents / responsible adult as they are young children. When the research has concluded the participants will be offered to attend a presentation, and be given the opportunity to discuss the findings, as well as ask any questions.
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. To begin, the parents / responsible adult of the children will be given letters of consent to sign which will provide a thorough explanation for the research and what is involved, in reference to how long it will take, the methods used and also data protection. The practitioners involved will also be given the letter of consent. The consent letters will require a signature to ensure participants are given direct consent and it will be kept for records. An open evening will be held, as this will give the participants the opportunity to discuss the project and ask any questions they may have. The children's consent will be collected by discussing the project with them and they will also be monitored throughout the research to ensure they are comfortable and not distressed at any point. The letters will include information on their right to withdraw at any point and will also discuss how if the individuals do not want to take part it will not impact their time within the setting. No personal data will be collected, in terms of GDPR. Data Protection Act 1988, however as notes will be made during the observations consent to write these and keep the information will be part of the consent process – although no names will be used.
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 settings and participants will use pseudo-names to ensure they are not identifiable. The notes will be used for data purpose, however, will not be shared with anyone outside of the research. The material will be kept confidential.

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
<i>"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.</i>	X	☐
If YES, provide a description of the data and explain why this data needs to be collected:		
N/A		
Does it involve special category data (as defined by the GDPR)?	YES	NO
<i>"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),</i>	☐	X
If YES, provide a description of the special category data and explain why this data needs to be collected:		
N/A		
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:		
Notes in the form of paper and information will be stored in a locked cabinet in a locked office, when the researcher is not present, the room will not be accessible for other people. Any information which is on technology will require a password to enter them, onto the University's		

computers. This will be password protected and linked to the University's safe storage, such as being password protected, fire wall and virus protection, the computer is also encrypted.		
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):		
N/A		
List all who will have access to the data generated by the research activity:		
The researcher: Megan Evans and the tutor Paul Darby if required.		
List who will have control of, and act as custodian(s) for, data generated by the research activity:		
The researcher: Megan Evans and the tutor Paul Darby if required.		
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.		
The data will be stored for up to five years on the University computer, the computer is password protected and linked to the University's safe storage of digital material. After five years the data will be deleted.		
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		
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:	Megan Evans	Date: 19 th October 2021.
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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.

References for presentation

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