

## Appendix

### 1. Ethics Form- This was submitted to the ethics committee prior to the study.



PG2 / E1 FORM

#### APPLICATION FOR ETHICAL APPROVAL

##### RESEARCH STUDENTS

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

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

This document is also available in Welsh.

##### RESEARCH STAFF ONLY

All communications relating to this application during its processing must be in writing and emailed to [pgresearch@uwtsd.ac.uk](mailto:pgresearch@uwtsd.ac.uk), with the title 'Ethical Approval' followed by your name.

**STUDENTS ON UNDERGRADUATE OR TAUGHT MASTERS PROGRAMMES** should submit this form (and receive the outcome) via systems explained to you by the supervisor/module leader.

**In order for research to result in benefit and minimise risk of harm, it must be conducted ethically. A researcher may not be covered by the University's insurance if ethical approval has not been obtained prior to commencement.**

The University follows the OECD Frascati manual definition of **research activity**: "creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications". As such this covers activities undertaken by members of staff, postgraduate research students, and both taught postgraduate and undergraduate students working on dissertations/projects.

The individual undertaking the research activity is known as the "principal researcher".

Ethical approval is not required for routine audits, performance reviews, quality assurance studies, testing within normal educational requirements, and literary or artistic criticism.

**Please read the notes for guidance before completing ALL sections of the form.**

**This form must be completed and approved prior to undertaking any research activity.** Please see Checklist for details of process for different categories of application.

##### SECTION A: About You (Principal Researcher)

|   |                                        |                                                                              |                             |                           |                                                        |
|---|----------------------------------------|------------------------------------------------------------------------------|-----------------------------|---------------------------|--------------------------------------------------------|
| 1 | Full Name:                             | Jade Mcalister                                                               |                             |                           |                                                        |
| 2 | Tick all boxes that apply:             | Member of staff:                                                             | <input type="checkbox"/>    | Honorary research fellow: | <input type="checkbox"/>                               |
|   | Undergraduate Student                  | <input type="checkbox"/>                                                     | Taught Postgraduate Student | /                         | Postgraduate Research Student <input type="checkbox"/> |
| 3 | Institute/Academic Discipline/ Centre: | PGCE Primary                                                                 |                             |                           |                                                        |
| 4 | Campus:                                | IQ SA1                                                                       |                             |                           |                                                        |
| 5 | E-mail address:                        | <a href="mailto:2305841@student.uwtsd.ac.uk">2305841@student.uwtsd.ac.uk</a> |                             |                           |                                                        |

|                      |                                 |               |
|----------------------|---------------------------------|---------------|
| 6                    | Contact Telephone Number:       | 07975991537   |
| <b>For students:</b> |                                 |               |
| 7                    | Student Number:                 | 2305841       |
| 8                    | Programme of Study:             | PGCE Primary  |
| 9                    | Director of Studies/Supervisor: | Jingjing Ruan |

#### SECTION B: Approval for Research Activity

|   |                                                                                                                                                                                                              |                              |                          |    |                          |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------|----|--------------------------|
| 1 | Has the research activity received approval in principle?<br>(please check the Guidance Notes as to the appropriate approval process for different levels of research by different categories of individual) | YES                          | /                        | NO | <input type="checkbox"/> |
|   |                                                                                                                                                                                                              |                              |                          |    | <b>Date</b>              |
| 2 | If Yes, please indicate source of approval (and date where known):<br><b>Approval in principle must be obtained from the relevant source prior to seeking ethical approval</b>                               | Research Degrees Committee   | <input type="checkbox"/> |    |                          |
|   |                                                                                                                                                                                                              | Institute Research Committee | <input type="checkbox"/> |    |                          |
|   |                                                                                                                                                                                                              | JingJing Ruan                | <input type="checkbox"/> |    | 15/3/24                  |

#### SECTION C: Internal and External Ethical Guidance Materials

|                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Please list the core ethical guidance documents that have been referred to during the completion of this form (including any discipline-specific codes of research ethics, location-specific codes of research ethics, and also any specific ethical guidance relating to the proposed methodology). Please tick to confirm that your research proposal adheres to these codes and guidelines. You may add rows to this table if needed. |                                                                                   |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>UWTSD Research Ethics &amp; Integrity Code of Practice</b> /                   |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>UWTSD Research Data Management Policy</b> /                                    |
| 3                                                                                                                                                                                                                                                                                                                                                                                                                                        | <i>BERA (2018) Ethical Guidelines for Educational Research- fourth edition.</i> / |

#### SECTION D: External Collaborative Research Activity

If there are external collaborators then you should gain consent from the contact persons to share their personal data with the university. If there are no external collaborators then leave this section blank and continue to section E.

|   |                               |  |
|---|-------------------------------|--|
| 1 | Institution                   |  |
| 2 | Contact person name           |  |
| 3 | Contact person e-mail address |  |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4 | <b>Research Question</b><br>How do Nursery pupils and teachers perceive the impact of outdoor learning on pupil well-being?<br>(this box should expand as you type)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5 | <b>Aims of Research Activity</b><br>The aim of the study is to:<br>Gain greater understanding of student's perspective of how outdoor learning affects their wellbeing.<br>Gain greater understanding of teacher's perceptions of how outdoor learning impacts students wellbeing.<br>(this box should expand as you type)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 6 | <b>Objectives of Research Activity</b><br>The objectives are:<br>1. To use questionnaires gain better understanding of staff's perceptions of outdoor learning and the effect it has on student well-being.<br>2. To use semi-structured interviews to understand how outdoor learning makes students feel and impacts their wellbeing.<br>3. To analyse the data collected from both staff and student's identifying common themes regarding the use of the outdoor learning environment and how it makes student's feel.<br>4. To give recommendations as to how the outdoors could be used more effectively to improve student wellbeing.<br>(this box should expand as you type)                                                                                                                                                                                                                                                                                       |
|   | <b>Proposed methods (maximum 600 words)</b><br>Provide a brief summary of all the methods that <b>may</b> be used in the research activity, making it clear what specific techniques may be used. If methods other than those listed in this section are deemed appropriate later, additional ethical approval for those methods will be needed. You do not need to justify the methods here, but should instead describe how you intend to collect the data necessary for you to complete your project.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 7 | For my research I intend to use two forms of data collection methods for the two different groups of participants. For the members of teaching staff I intend to present a <b>questionnaire</b> , collecting both qualitative and quantitative data.<br>When working with students I intend to approach them individually or in pairs at their chosen work station, asking open-ended questions in <b>semi-structured interviews</b> . I hope to repeat the questions used in the interviews multiple times throughout the week, increasing both the validity and reliability of the student's answers given their age and understanding. I additionally hope to use a smiley face likert scale when working with students to ensure their understanding of the data collection. For example, when asking student's "how being outdoors has made them feel today" I will present three faces they can use to support their answer.<br>(this box should expand as you type) |
|   | <b>Location of research activity</b><br>Identify all locations where research activity will take place.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 8 | All my research, with both students and teachers, will be conducted within the indoor/outdoor classroom.<br>(this box should expand as you type)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <p><b>Research activity outside of the UK</b></p> <p>If research activity will take place overseas, you are responsible for ensuring that local ethical considerations are complied with and that the relevant permissions are sought. Specify any local guidelines (e.g. from local professional associations/learned societies/universities) that exist and whether these involve any ethical stipulations beyond those usual in the UK (provide details of any licenses or permissions required). Also specify whether there are any specific ethical issues raised by the local context in which the research activity is taking place, for example, particular cultural and/or legal sensitivities or vulnerabilities of participants. If you live in the country where you will do the research then please state this.</p> |
| 9 | <p>(this box should expand as you type)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|    |                                                                                                                                                                                                                                                                                                             |     |                          |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------------|
| 10 | Use of documentation not in the public domain: Are any documents <b>NOT</b> publicly available?                                                                                                                                                                                                             | NO  | /                        |
|    |                                                                                                                                                                                                                                                                                                             | YES | <input type="checkbox"/> |
| 11 | <p>If Yes, please provide details here of how you will gain access to specific documentation that is not in the public domain and that this is in accordance with the current data protection law of the country in question and that of England and Wales.</p> <p>(this box should expand as you type)</p> |     |                          |

|    | <b>Does your research relate to one or more of the seven aims of the Well-being of Future Generations (Wales) Act 2015?</b> | YES                      | NO |
|----|-----------------------------------------------------------------------------------------------------------------------------|--------------------------|----|
| 12 | A prosperous Wales                                                                                                          | <input type="checkbox"/> | /  |
| 13 | A resilient Wales                                                                                                           | <input type="checkbox"/> | /  |
| 14 | A healthier Wales                                                                                                           | <input type="checkbox"/> | /  |
| 15 | A more equal Wales                                                                                                          | <input type="checkbox"/> | /  |
| 16 | A Wales of cohesive communities                                                                                             | <input type="checkbox"/> | /  |
| 17 | A Wales of vibrant culture and thriving Welsh language                                                                      | <input type="checkbox"/> | /  |
| 18 | A globally responsible Wales                                                                                                | <input type="checkbox"/> | /  |
| 19 | If YES to any of the above, please give details:                                                                            |                          |    |
|    | <p>(this box should expand as you type)</p>                                                                                 |                          |    |

#### SECTION F: Scope of Research Activity

|   | <b>Will the research activity include:</b>             | YES | NO                       |
|---|--------------------------------------------------------|-----|--------------------------|
| 1 | Use of a questionnaire or similar research instrument? | /   | <input type="checkbox"/> |

|    |                                                                                                                                                 |                          |                          |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 2  | Use of interviews?                                                                                                                              | /                        | <input type="checkbox"/> |
| 3  | Use of focus groups?                                                                                                                            | <input type="checkbox"/> | /                        |
| 4  | Use of participant diaries?                                                                                                                     |                          | /                        |
| 5  | Use of video or audio recording?                                                                                                                | <input type="checkbox"/> | /                        |
| 6  | Use of computer-generated log files?                                                                                                            | <input type="checkbox"/> | /                        |
| 7  | Participant observation with their knowledge?                                                                                                   | <input type="checkbox"/> | /                        |
| 8  | Participant observation without their knowledge?                                                                                                | /                        | <input type="checkbox"/> |
| 9  | Access to personal or confidential information without the participants' specific consent?                                                      | <input type="checkbox"/> | /                        |
| 10 | Administration of any questions, test stimuli, presentation that may be experienced as physically, mentally or emotionally harmful / offensive? | <input type="checkbox"/> | /                        |
| 11 | Performance of any acts which may cause embarrassment or affect self-esteem?                                                                    | <input type="checkbox"/> | /                        |
| 12 | Investigation of participants involved in illegal activities?                                                                                   | <input type="checkbox"/> | /                        |
| 13 | Use of procedures that involve deception?                                                                                                       | <input type="checkbox"/> | /                        |
| 14 | Administration of any substance, agent or placebo?                                                                                              | <input type="checkbox"/> | /                        |
| 15 | Working with live vertebrate animals?                                                                                                           | <input type="checkbox"/> | /                        |
| 16 | Procedures that may have a negative impact on the environment?                                                                                  | <input type="checkbox"/> | /                        |
| 17 | Other primary data collection methods. Please indicate the type of data collection method(s) below.                                             |                          |                          |
|    | Details of any other primary data collection method:<br><br>(this box should expand as you type)                                                | <input type="checkbox"/> | /                        |

If NO to every question, then the research activity is (ethically) low risk and **may** be exempt from **some** of the following sections (please refer to Guidance Notes).

If YES to any question, then no research activity should be undertaken until full ethical approval has been obtained.

#### SECTION G: Intended Participants

If there are no participants then do not complete this section, but go directly to section H.

| Who are the intended participants: |                                                                                                          | YES                      | NO                       |
|------------------------------------|----------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| 1                                  | Students or staff at the University?                                                                     | <input type="checkbox"/> | /                        |
| 2                                  | Adults (over the age of 18 and competent to give consent)?                                               | /                        | <input type="checkbox"/> |
| 3                                  | Vulnerable adults?                                                                                       | <input type="checkbox"/> | /                        |
| 4                                  | Children and Young People under the age of 18? (Consent from Parent, Carer or Guardian will be required) | /                        | <input type="checkbox"/> |
| 5                                  | Prisoners?                                                                                               | <input type="checkbox"/> | /                        |

|   |                                                                                                                    |                          |   |
|---|--------------------------------------------------------------------------------------------------------------------|--------------------------|---|
| 6 | Young offenders?                                                                                                   | <input type="checkbox"/> | / |
| 7 | Those who could be considered to have a particularly dependent relationship with the investigator or a gatekeeper? | <input type="checkbox"/> | / |
| 8 | People engaged in illegal activities?                                                                              | <input type="checkbox"/> | / |
| 9 | Others. Please indicate the participants below, and specifically any group who may be unable to give consent.      |                          |   |
|   | Details of any other participant groups:                                                                           | <input type="checkbox"/> | / |
|   | (this box should expand as you type)                                                                               |                          |   |

|                                                                                                                                                                         |                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <b>Participant numbers and source</b><br>Provide an estimate of the expected number of participants. How will you identify participants and how will they be recruited? |                                                                                     |
| 10                                                                                                                                                                      | How many participants are expected?<br><br>(this box should expand as you type)     |
| 11                                                                                                                                                                      | Who will the participants be?<br><br>(this box should expand as you type)           |
| 12                                                                                                                                                                      | How will you identify the participants?<br><br>(this box should expand as you type) |

| Information for participants: |                                                                                                                                                     | YES                      | NO                       | N/A                      |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| 13                            | Will you describe the main research procedures to participants in advance, so that they are informed about what to expect?                          | /                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 14                            | Will you tell participants that their participation is voluntary?                                                                                   | /                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 15                            | Will you obtain written consent for participation?                                                                                                  | /                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 16                            | Will you explain to participants that refusal to participate in the research will not affect their treatment or education (if relevant)?            | /                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 17                            | If the research is observational, will you ask participants for their consent to being observed?                                                    | <input type="checkbox"/> | /                        | <input type="checkbox"/> |
| 18                            | Will you tell participants that they may withdraw from the research at any time and for any reason?                                                 | /                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 19                            | With questionnaires, will you give participants the option of omitting questions they do not want to answer?                                        | /                        | <input type="checkbox"/> | <input type="checkbox"/> |
| 20                            | Will you tell participants that their data will be treated with full confidentiality and that, if published, it will not be identifiable as theirs? | /                        | <input type="checkbox"/> | <input type="checkbox"/> |

|    |                                                                                                                                                                                                                                                                                                                                                                                              |   |                          |                          |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--------------------------|--------------------------|
| 21 | Will you debrief participants at the end of their participation, in a way appropriate to the type of research undertaken?                                                                                                                                                                                                                                                                    | / | <input type="checkbox"/> | <input type="checkbox"/> |
| 22 | If NO to any of above questions, please give an explanation                                                                                                                                                                                                                                                                                                                                  |   |                          |                          |
|    | <p>Consent will be received from parents prior to the study, assent will be received throughout via regular checkins with students. Teachers will be answering the questionnaire based off prior observations they have made of students; i.e giving examples some of the positive behaviours they have observed children displaying.</p> <p><i>(this box should expand as you type)</i></p> |   |                          |                          |

| Information for participants: |                                                                                                                                                    | YES                      | NO | N/A                      |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----|--------------------------|
| 24                            | Will participants be paid?                                                                                                                         | <input type="checkbox"/> | /  | <input type="checkbox"/> |
| 25                            | Is specialist electrical or other equipment to be used with participants?                                                                          | <input type="checkbox"/> | /  | <input type="checkbox"/> |
| 26                            | Are there any financial or other interests to the investigator or University arising from this study?                                              | <input type="checkbox"/> | /  | <input type="checkbox"/> |
| 27                            | Will the research activity involve deliberately misleading participants in any way, or the partial or full concealment of the specific study aims? | <input type="checkbox"/> | /  | <input type="checkbox"/> |
| 28                            | If YES to any question, please provide full details                                                                                                |                          |    |                          |
|                               | <i>(this box should expand as you type)</i>                                                                                                        |                          |    |                          |

#### SECTION H: Anticipated Risks

|                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                       |     |                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------------|
| <p><b>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.</b></p> <p>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.</p> |                                                                                                                                                                                                                       |     |                          |
| 1                                                                                                                                                                                                                                                                                                                                                          | Full risk assessment completed and appended?                                                                                                                                                                          | Yes | <input type="checkbox"/> |
|                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                       | No  | /                        |
| 2                                                                                                                                                                                                                                                                                                                                                          | <p><b>Risks to participants</b></p> <p>For example: sector-specific health &amp; safety, emotional distress, financial disclosure, physical harm, transfer of personal data, sensitive organisational information</p> |     |                          |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | <p><b>Risk to participants:</b></p> <p>1. Emotional distress</p> <p>2. Disturbance to relationship with staff</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p><i>How you will mitigate the risk to participants:</i></p> <p>1. I will approach child at their activity to avoid disruption. If child wants to change activity I will allow them to and reproach them at a later time.</p> <p>2. I will ensure clarity with all young people and staff regarding the aims and focus of the research.<br/>. I will minimise disturbance of day-to-day activities within the provision due to the research project.<br/>. I will ensure confidentiality and anonymity of those participating in the research at all times.</p> |
| 3 | <p>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</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|   | <p><i>(this box should expand as you type)</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 4 | <p><b>Risks to the investigator</b><br/>For example: personal health &amp; safety, physical harm, emotional distress, risk of accusation of harm/impropriety, conflict of interest</p>                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|   | <p><b>Risk to the investigator:</b></p> <p>1. Concerns of coercions</p> <p><i>(this box should expand as you type)</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><i>How you will mitigate the risk to the investigator:</i></p> <p>1. I will ensure participants are free to disengage without impact on assessment or outcomes of their programme of study.</p> <p><i>(this box should expand as you type)</i></p>                                                                                                                                                                                                                                                                                                            |
| 5 | <p><b>University/institutional risks</b><br/>For example: adverse publicity, financial loss, data protection</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|   | <p><b>Risk to the University:</b></p> <p>1. Reputational Damage</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p><i>How you will mitigate the risk to the University:</i></p> <p>1. I will work with partners to promote a comprehensive understanding regard the nature of the research in order to avoid misunderstandings and manage expectations.<br/>I will ensure adherence to the UWTSD code of ethics and research standards and commonly agreed standards of good practice.</p> <p><i>(this box should expand as you type)</i></p>                                                                                                                                    |
| 6 | <p><b>Environmental risks</b><br/>For example: accidental spillage of pollutants, damage to local ecosystems</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|                                                                                           |                                                                                                                 |
|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Risk to the environment:<br><br>1. N/A<br><br><i>(this box should expand as you type)</i> | How you will mitigate the risk to environment:<br><br>1. N/A<br><br><i>(this box should expand as you type)</i> |
|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|

| 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                       |
| 7                              | Does your research require you to hold a current DBS Certificate?                                                                                                                                                 | /   | <input type="checkbox"/> |
| 8                              | If YES, please give the certificate number. If the certificate number is not available please write "Pending"; in this case any ethical approval will be subject to providing the appropriate certificate number. |     | <input type="checkbox"/> |

#### SECTION I: Feedback, Consent and Confidentiality

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Feedback</b><br>What de-briefing and feedback will be provided to participants, how will this be done and when?<br><br>Provide email address participants (and parents/guardians of students) will be able to contact if they wish to do so.<br><br><i>(this box should expand as you type)</i>                                                                                                                                                                                                                                                                                                                                                                                             |
| 2 | <b>Informed consent</b><br>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.<br><br>All members of staff will sign a paper copy of a consent form prior to completing the questionnaire. Consent forms will additionally be sent home for all students prior to working with pupils on the study.<br><br><i>(this box should expand as you type)</i> |
| 3 | <b>Confidentiality / Anonymity</b><br>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.<br><br>All students will be referred to by number as opposed to their name (for example, student 2 responded..). All data will be uploaded to computer and securely stored on the University Cloud.<br><br><i>(this box should expand as you type)</i>                                                                                                                                                                                                                                        |

#### SECTION J: Data Protection and Storage

|                                                                                                                                                             |     |    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| Does the research activity involve personal data (as defined by the General Data Protection Regulation 2016 "GDPR" and the Data Protection Act 2018 "DPA")? | YES | NO |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|

|                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |    |
|-------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----|
| 1                                                                                                           | <p><b>“Personal data”</b> means any information relating to an identified or identifiable natural person (‘data subject’). An identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person. Any video or audio recordings of participants is considered to be personal data.</p> | <input type="checkbox"/> | /  |
| If YES, provide a description of the data and explain why this data needs to be collected:                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |    |
| 2                                                                                                           | <p>(this box should expand as you type)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |    |
| Does it involve special category data (as defined by the GDPR)?                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | YES                      | NO |
| 3                                                                                                           | <p><b>“Special category data”</b> means sensitive personal data consisting of information as to the data subjects’ –</p> <p>(a) racial or ethnic origin,</p> <p>(b) political opinions,</p> <p>(c) religious beliefs or other beliefs of a similar nature,</p> <p>(d) membership of a trade union (within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992),</p> <p>(e) physical or mental health or condition,</p> <p>(f) sexual life,</p> <p>(g) genetics,</p> <p>(h) biometric data (as used for ID purposes),</p>                                | <input type="checkbox"/> | /  |
| If YES, provide a description of the special category data and explain why this data needs to be collected: |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |    |
| 4                                                                                                           | <p>(this box should expand as you type)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |    |

|    |                                                                                                                                                                                                                                     |                          |                          |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
|    | <b>Will data from the research activity (collected data, drafts of the thesis, or materials for publication) be stored in any of the following ways?</b>                                                                            | YES                      | NO                       |
| 5  | Manual files (i.e. in paper form)?                                                                                                                                                                                                  | /                        |                          |
| 6  | University computers?                                                                                                                                                                                                               | <input type="checkbox"/> | /                        |
| 7  | Private company computers?                                                                                                                                                                                                          | <input type="checkbox"/> | /                        |
| 8  | Home or other personal computers?                                                                                                                                                                                                   | <input type="checkbox"/> | /                        |
| 9  | Laptop computers/ CDs/ Portable disk-drives/ memory sticks?                                                                                                                                                                         | <input type="checkbox"/> | /                        |
| 10 | “Cloud” storage or websites?                                                                                                                                                                                                        | /                        | <input type="checkbox"/> |
| 11 | Other – specify:                                                                                                                                                                                                                    | <input type="checkbox"/> | /                        |
| 12 | For all stored data, explain the measures in place to ensure the security of the data collected, data confidentiality, including details of backup procedures, password protection, encryption, anonymisation and pseudonymisation: |                          |                          |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p>All data will be kept in password protected personal computer. All participants will be given a unique identifier to ensure confidentiality and this list will be kept securely in the password protected folder. If any cloud storage is needed, the University Office 365 system will be used, which will be encrypted and the data in the cloud is anonymised. The data will be stored until receipt of the dissertation result and then deleted. Participants will have the right to ask to see what data is held relating to them and these data will be deleted immediately if the participant requests this, in which case the data will not be used in the project.</p> <p><i>(this box should expand as you type)</i></p> |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| <b>Data Protection</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                     |                          |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------|
|                        | Will the research activity involve any of the following activities:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>YES</b>                          | <b>NO</b>                |
| 13                     | Electronic transfer of data in any form?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14                     | Sharing of data with others at the University outside of the immediate research team?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/>            | /                        |
| 15                     | Sharing of data with other organisations?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/>            | /                        |
| 16                     | Export of data outside the UK or importing of data from outside the UK?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <input type="checkbox"/>            | /                        |
| 17                     | Use of personal addresses, postcodes, faxes, emails or telephone numbers?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="checkbox"/>            | /                        |
| 18                     | Publication of data that might allow identification of individuals?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/>            | /                        |
| 19                     | Use of data management system?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/>            | /                        |
| 20                     | Data archiving?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/>            | /                        |
| 21                     | <p>If YES to any question, please provide full details, explaining how this will be conducted in accordance with the GDPR and Data Protection Act (2018) (and any international equivalents, where appropriate):</p> <p>Each participant's electronic consent form and data from interviews, class observation and questionnaire will be stored in a secure place in a password protected personal computer or the University Office 365 system which will be encrypted. All personal identification information will be removed or anonymised during transcription.</p> <p>Signed informed consent forms in paper form will be kept in a locked file cabinet and will be unavailable to anyone except the researcher. On receiving the feedback and mark for this piece of work, the signed informed consent forms will be destroyed and audio- and/or video-taped data will be deleted.</p> <p><i>(this box should expand as you type)</i></p> |                                     |                          |
| 22                     | <p>List all who will have access to the data generated by the research activity:</p> <p>Jade Mcalister</p> <p><i>(this box should expand as you type)</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                     |                          |
| 23                     | <p>List who will have control of, and act as custodian(s) for, data generated by the research activity:</p> <p>Jade Mcalister<br/>UWTSD research team</p> <p><i>(this box should expand as you type)</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                     |                          |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |     |   |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---|
| 24 | Give details of data storage arrangements, including security measures in place to protect the data, where data will be stored, how long for, and in what form. Will data be archived – if so how and if not why not.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |   |
|    | <p>Each participant's electronic consent form and data from interviews, class observation and questionnaire will be stored in a secure place in a password protected personal computer or the University Office 365 system which will be encrypted. All personal identification information will be removed or anonymised during transcription.</p> <p>Signed informed consent forms in paper form will be kept in a locked file cabinet and will be unavailable to anyone except the researcher. On receiving the feedback and mark for this piece of work, the signed informed consent forms will be destroyed and audio- and/or video-taped data will be deleted.</p> <p><i>(this box should expand as you type)</i></p> |     |   |
| 25 | Please indicate if your data will be stored in the UWTSD Research Data Repository (see <a href="https://researchdata.uwtsd.ac.uk/">https://researchdata.uwtsd.ac.uk/</a> ). If so please explain. <i>(Most relevant to academic staff)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |   |
|    | <p><i>(this box should expand as you type)</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |     |   |
| 26 | Confirm that you have read the UWTSD guidance on data management (see <a href="https://www.uwtsd.ac.uk/library/research-data-management/">https://www.uwtsd.ac.uk/library/research-data-management/</a> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | YES | / |
| 27 | Confirm that you are aware that you need to keep all data until after your research has completed or the end of your funding                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | YES | / |

### SECTION K: Declaration

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------|
| <p>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.</p> <p>In submitting this application I hereby confirm that I undertake to ensure that the above named research activity will meet the University's Research Ethics and Integrity Code of Practice which is published on the website: <a href="https://www.uwtsd.ac.uk/research/research-ethics/">https://www.uwtsd.ac.uk/research/research-ethics/</a></p> |                                |                                                       |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Signature of applicant:</b> | <p>Jade Mcalister</p> <p><b>Date:</b><br/>15/3/24</p> |

#### For STUDENT Submissions:

|   |                                     |               |                        |
|---|-------------------------------------|---------------|------------------------|
| 2 | Director of Studies/<br>Supervisor: | Jingjing Ruan | <b>Date:</b><br>8/4/24 |
| 3 | Signature:                          | JingJing Ruan |                        |

#### For STAFF Submissions:

|   |                                       |  |              |
|---|---------------------------------------|--|--------------|
| 4 | Academic Director/ Assistant<br>Dean: |  | <b>Date:</b> |
| 5 | Signature:                            |  |              |

**Checklist:** Please complete the checklist below to ensure that you have completed the form according to the guidelines and attached any required documentation:

|                          |                                                                                                                                                                                                                                                            |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | I have read the guidance notes supplied before completing the form.                                                                                                                                                                                        |
| <input type="checkbox"/> | I have completed <b>ALL RELEVANT</b> sections of the form in full.                                                                                                                                                                                         |
| <input type="checkbox"/> | I confirm that the research activity has received approval in principle                                                                                                                                                                                    |
| <input type="checkbox"/> | I have attached a copy of final/interim approval from external organisation ( <b>where appropriate</b> )                                                                                                                                                   |
| <input type="checkbox"/> | I have attached a full risk assessment (where appropriate) <b>ONLY TICK IF YOU HAVE ATTACHED A FULL RISK ASSESSMENT</b>                                                                                                                                    |
| <input type="checkbox"/> | 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.                                                                                      |
| <input type="checkbox"/> | I understand that before commencing data collection all documents aimed at respondents (including information sheets, consent forms, questionnaires, interview schedules etc.) must be confirmed by the DoS/Supervisor, module tutor or Academic Director. |

#### RESEARCH STUDENTS ONLY

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

**RESEARCH STAFF ONLY**

All communications relating to this application during its processing must be in writing and emailed to [pgresearch@uwtsd.ac.uk](mailto:pgresearch@uwtsd.ac.uk) , with the title 'Ethical Approval' followed by your name.

**STUDENTS ON UNDERGRADUATE OR TAUGHT MASTERS PROGRAMMES** should submit this form (and receive the outcome) via systems explained to you by the supervisor/module leader.

## **2. Participant Information Sheet- Given to the parents/guardians of participants.**

### **Research Project Information Sheet**

#### **How do Nursery pupils and staff perceive the impact of outdoor learning on their wellbeing?**

**Dear Parents/Guardians,**

As a practicing student teacher, I am conducting research to gain greater understanding of both staff members and pupil's perception on outdoor learning, and the impact on their wellbeing. The purpose of this form is to provide greater insight into the study before giving consent for your child to participate. Please take the time to read and consider if this is something you would be happy for your child to be involved with.

Your child will be invited to participate in brief well-being check-ins, using a range of smiley faces to reflect upon their mood prior to, and after playing outdoors. These check-ins will be brief during our registration period, and will be conducted in a non-intrusive manner, as your child's comfort and well-being is my main priority.

By gaining greater insight into their experiences and feelings, I hope to enhance my understanding of the role of play in fostering a positive learning environment, implementing opportunities for this into my future practice.

#### **Confidentiality and Privacy**

All obtained information will be kept strictly confidential. Your child's identity will be anonymised, and all responses will be aggregated with those of other participants to ensure anonymity. No information that is personally identifiable will be shared in any outputs or reports.

#### **Participation Consent**

Participation in this study is voluntary and your child has the right to opt out or withdraw at any time without consequences. If you decide to allow your child to participate, please sign and return the attached consent form.

Thank you for taking the time to read and consider the opportunity for your child to participate in my research project. Your support is greatly appreciated.

Sincerely,

Jade Mcalister.

Student teacher in Nursery.

### 3. Consent form- Given to parents/guardians of participants.

PROJECT TITLE: An exploratory case study on teachers' and learners' perceptions of daily check ins on learner wellbeing.

Name of Researcher: Chloe Kiernan

**Please initial box**

1.I confirm that I have read and understand the information sheet for the above study.

☐

2.I understand that my child's participation is voluntary and that I am free to withdraw my child from the study at any time, without giving any reason.

☐

3. I understand that my child can choose to withdraw at any time, without giving a reason.

4. I understand that the information given by my child will be used in a university assignment.

☐

5. I understand that my child's name will not appear at any time.

☐

6.I agree for my child to take part in the above study.

☐

\_\_\_\_\_  
Child's name

\_\_\_\_\_  
Parent signature

\_\_\_\_\_  
Date

**When completed, please return to.....by the .....**

**Thank you.**

#### 4.Questionnaire- Given to respective teaching staff.

**How do Nursery pupils and staff perceive the impact of outdoor learning on their wellbeing?**

What is your opinion on nature and the outdoors? Do you feel it has a big impact on your personal wellbeing and emotions?

What are your thoughts and feelings regarding the new Welsh Curriculum? Particularly in relation to the emphasis on outdoor learning?

In your opinion, what are the biggest benefits of outdoor learning?

Do you believe the outdoors can impact wellbeing? If so, what specific aspects?

Can you physically see a difference in children's behaviour/emotions if they do not have the opportunity to go outside? Please provide details