

INFORMATION SHEET FOR PARTICIPANTS
YOU WILL BE GIVEN A COPY OF THIS INFORMATION SHEET

Title: [the title of the project]

I would like to invite you to participate in this original research project, conducted at Escape Studios. You should only participate if you want to; choosing not to take part will not disadvantage you in any way. Before you decide whether you want to take part, it is important for you to understand why the research is being done and what your participation will involve. Please take time to read the following information carefully and discuss it with others if you wish. Ask me if there is anything that is not clear or if you would like more information.

Aims of the research and possible benefits

[Describe the objectives of the research - the purpose, nature and scope. When describing the aims of the project and possible benefits, use language that can be understood by your intended participant and be realistic when describing the possible benefits.]

Participation

[Describe here what is involved in the participation (what kind of questions will be asked and how much time will it take), are there any anticipated risk or harm and how are these mitigated. How the information will be used (e.g. in a publication; in coursework) and how to withdraw from the study and request removal of data.]

Confidentiality and Anonymity

[Describe here the degree of anonymity that can be provided to intended participants, and the actions taken to avoid identification by association or inference. Describe also who will have access to the data, how it will be stored, and when it will be deleted]

The data you provide will be de-personalised for analysis. We/I will only ask you to confirm your personal (e.g. name, date of birth) and contact (e.g. email address and phone number) details for the purposes of related communication. People who do not need to know where you are will not be able to see your personal or contact details. We/I will write the report/paper/publication/dissertation in a way that no-one can work out that you took part in the study. Published data will be de-personalised, and no personal identifiable data will be published.

You can stop being part of the study at any time, without giving a reason, [but we will keep the information about you that we already have] We/I need to manage your records in specific ways in order for the research to be reliable.

This study has undergone ethics review in accordance with Escape Studios's Research Ethics Policy.

If you have any questions regarding this study, please contact the researcher [insert name and email here]. If you have any concerns, you can contact [in case of student project: please insert your tutor's name and email here; in case of staff research: Branislav Kotoc, Head of Quality, by emailing Bbanislav.kotoc[at]escapestudios.com]



If you are happy to take part in this study, please sign the consent sheet attached.

CONSENT FORM FOR PARTICIPANTS IN RESEARCH STUDIES

Please complete this form after you have read the Information Sheet and/or listened to an explanation about the research.

Title of Study: **[insert the title here]**

Thank you for considering taking part in this research. The person organising the research must explain the project to you before you agree to take part.

- If you have any questions arising from the Information Sheet or explanation already given to you, please ask the researcher before you decide whether to join in. You will be given a copy of this Consent Form to keep and refer to at any time.
- The information you have submitted will be used in **[insert here where data will be used: report/coursework/academic publications]**. Please note that confidentiality and anonymity will be maintained, and it will not be possible to identify you from any publications.
- *I agree to maintain the confidentiality of the focus group discussions. **[delete if not needed]***
- *I understand that if I decide at any other time during the research that I no longer wish to participate in this project, I can notify the researchers involved and be withdrawn from it immediately without giving any reason. Furthermore, I understand that I will be able to withdraw my data up to the point of publication or up until the point stated on the Information Sheet.*
- *I consent to the processing of my personal information for the purposes explained to me. I understand that such information will be treated in accordance with the terms of the GDPR.*

Participant's Statement:

I - _____

agree that the research project named above has been explained to me to my satisfaction and I agree to take part in the study. I have read both the notes written above and the Information Sheet about the project and understand what the research study involves.

I further agree that the researcher may use my data for future research and understand that any such use of identifiable data would be reviewed and approved by a research ethics committee. (In such cases, as with this project, data would not be identifiable in any report).

Signed _____ Date _____

Researcher's Statement:

I- _____

Confirm that I have carefully explained the nature, demands and foreseeable risks (where applicable) of the proposed research to the volunteer.

Signed _____ Date _____