**Participant Information Sheet and Consent Form**

**A Local Authority approach to supporting Emotionally Based School Avoidance (EBSA)**

You have been invited to take part in this survey which aims to explore your experiences around EBSA for your child/children. Before you decide whether to take part, it is important for you to understand why the research is being conducted and what it will involve. Please take time to read the following information carefully before deciding whether to take part. Please ask if there is anything that is not clear or if you would like more information. Thank you for taking the time to read this.

You should carefully consider all of the information provided below before deciding if you still want to take part in this survey. If you have any additional queries about any of the information provided, please speak with a member of the project team (see last page for contact info).

**About the research**

**Who will conduct the research?**

This research is being undertaken by Wirral Educational Psychology Team, as part of a wider EBSA project within Wirral Council.

**What is the purpose of the research?**

This study aims to develop a local authority wide approach to supporting pupils with EBSA. As part of this project, we are keen to collate the views and experiences of parents, young people, school staff and other professionals. Not only will this information support us in tailoring an EBSA project that is specific to Wirral, it may also help a wider range of professionals around EBSA and the type of support that is needed when supporting pupils.

You are being asked to complete an anonymous survey, about your experiences with your child/children around EBSA and the support you have received/the support you feel is needed in Wirral.

**Will the outcomes of the survey be published?**

The anonymised survey results/data will be used to inform our planning/designing of an EBSA project for Wirral. Anonymised data/survey results may be published in the future via academic journals/reports to support future research and to inform professionals, parents, and schools.

**What would my involvement be?**

**What would I be asked to do if I took part?**

If you wish to participate, please complete the online survey that takes approximately 10 minutes to complete.

**What happens if I do not want to take part or if I change my mind?**

It is your choice whether you participate in this study. Do not click onto the survey if you do not wish to participate. If you choose to withdraw after the survey has been completed, it will not be possible to remove your specific data due it being anonymised and not being identifiable.

**Data Protection and Confidentiality**

**What information will you collect about me/my child?**

* You will be asked to share anonymised, generic information about your child/children e.g., their age/type of school they attend. This is to help inform our understanding around the type of children currently experiencing EBSA. All information will be fully anonymised.
* You will be asked to share your anonymised views/experiences around attendance and what you feel is needed to support your child/children.
* **You will not be asked** to provide any names.
* **You will not be asked** to provide any identifiable information such as a date of birth/school address.

**Under what legal basis are you collecting this information?**

We are collecting and storing this personal information in accordance with the General Data Protection Regulation (GDPR) and Data Protection Act 2018 which legislate to protect your personal information. The legal basis upon which we are using your personal information is “public interest task” and “for research purposes”.

**Will my participation in the study be confidential and my personal identifiable information be protected?**

As previously stated, all information from the survey is fully anonymised and will be stored on Wirral’s private, secure server that is only accessible to Wirral staff. We will not be able to identify you or your child/children from the survey results.

**What if I have a question?**

Please contact the Wirral Educational Psychology Team: [epresponse@wirral.gov.uk](mailto:epresponse@wirral.gov.uk)

**What do I do now?**

If you wish to participate in the survey, please read the consent form below. You can then click the survey link that is attached to this email.

**Participant Consent Information**

**A Local Authority approach to supporting Emotionally Based School Avoidance**

If you are happy to participate, please read the information below. The survey link in the email will provide a button to click in order to consent to the study.

|  |  |
| --- | --- |
|  | **Activities** |
| 1 | I confirm that I have read the attached information sheet for the EBSA project and have had the opportunity to consider the information and ask questions (if needed) and had these answered satisfactorily. |
| 2 | I understand that it will not be possible to remove my data from the survey, once completed, due to it being anonymised and forming part of the data set.  I agree to take part on this basis. |
| 3 | I agree that my anonymous survey data may be used in:   * Reports/conference presentations about the EBSA project. * Academic books or journals. |
| 4 | I understand that my anonymised responses will be looked at by individuals from Wirral Council. I give permission for Wirral Council to use my anonymised data. |
| 5 | I agree to take part in this survey. |

**Data Protection**

**Please refer to the Wirral Website for further information around data protection and our duties:** [**https://www.wirral.gov.uk/about-council/freedom-information-and-data-protection/data-protection-policy**](https://www.wirral.gov.uk/about-council/freedom-information-and-data-protection/data-protection-policy)