

Questionnaire and Interview Participant Information Sheet

Questionnaire and Interview Participant Information Sheet

Title of Project: Children's Path Games

Name of Researcher: Sharon Pyke

Lead Organisation: Cropwell Bishop Parish Council

Invitation paragraph

The Parish Council is seeking the views of Cropwell Bishop residents (aged 18 and over) to see if there is community support to create trails, hop-sotch and other simple/traditional path games and activities for primary and junior school age children on several of the public pathways which intersect the green amenity space at the back of Cooper, Brownhill and Newberry Closes.

This could make a fun children's activity space without being intrusive to the residents whose properties border this green space.

What is the research about?

Community support for the potential creation of children's path games in Cropwell Bishop.

This research also forms part of an assignment for a foundation degree in Community Governance awarded by De Montfort University. The research is being undertaken by a Cropwell Bishop resident, Sharon Pyke, who is the researcher working in partnership with Cropwell Bishop Parish Council, the lead organisation.

What does the study / participation involve?

Voluntary participants may complete a questionnaire and can indicate their further willingness to participate in a virtual or phone interview by providing their contact details. Participants may withdraw at any time. A consent form will be provided separately for interviews.

The information collected will be kept on password protected computer(s) of the Clerk and/or the researcher and will be strictly confidential. No participant from either the questionnaire or interview will be identified in the study output. Data will be held in accordance with General Data Protection Regulations (GDPR).

Data will be kept for 5 years as per De Montfort University's policy. Assignment leaders, examiners and De Montfort University Ethics Committee may also require access to the data to check that the study has been conducted in accordance with the approval.

Who is doing the research?

Sharon Pyke, a Community Governance student at De Montfort University.

If you have any concerns about this research, for any reason and at any time, you may contact the Academic Leader, Elisabeth Skinner. Contact details are provided at the end of this information sheet.

Questionnaire and Interview Participant Information Sheet

Who is funding the research?

The research is being self-funded by the student, so there is no external funding.

I am interested in taking part, what do I do next?

Participants should complete the questionnaire and if they wish to take part in a subsequent virtual or phone interview then they should indicate their willingness by including their contact details.

It may be that not every participant who indicates their willingness to take part in an interview will be contacted.

Why have I been chosen?

You have indicated your willingness to voluntarily participate in an interview.

Do I have to take part?

It is up to you to decide whether to take part. If you do decide to take part you will be asked to sign a consent form. Participants are free to withdraw at any time without giving a reason.

What if I agree to take part and then change my mind?

You can withdraw from the study at any time, without giving a reason. Any data provided will not be withdrawn as the data will be held anonymously.

What is the procedure that is being tested?

The Parish Council is seeking evidence of community support for children's path games and for the researcher it is to test their ability to gather reliable data, to analyse the data as part of a critical review and to present their findings to a peer group.

What happens to the information I provide?

The information provided will serve two purposes it will help inform the Parish Council whether there is support from within the community for the children's path games and it will contribute toward the researcher fulfilling their learning outcomes for their Community Research assignment.

Any information provided by you will be anonymously stored on password protected computers and is strictly confidential.

Questionnaire results and interview output will be published on the Parish Council website and in the Cropwell Bishop News.

Will my taking part in this study be kept confidential?

All information which is collected about you during the course of the research will be kept on password protected computers and will be strictly confidential. You will be given an ID code which will be used instead of your name. Any identifiable information you

Questionnaire and Interview Participant Information Sheet

may give will be removed and anonymized. Data will be held in accordance with General Data Protection Regulations (GDPR).

De Montfort University policy is that raw data is normally kept for 5 years after a study has been completed. The assignment leader, examiner and the De Montfort Ethics Committee may also require access to the raw data to check that the study has been conducted in accordance with the approval.

Will anyone know that I am taking part?

Sharon Pyke, the researcher conducting the research and anyone you decide to tell or who is in the room with you when the virtual or phone interview takes place.

In the unlikely event that you reveal to the researcher details of intent to commit a crime or that a criminal offence has taken place then they have a duty to pass that information onto the police. Only in these circumstances would the researcher reveal your identity.

What will happen to the results of the research study?

The information provided will serve two purposes it will help inform the Parish Council if there is support from within the community for the children's path games and it will inform the student's research assignment.

Questionnaire results and non-identifiable interview quotes will be published in the Parish Council website and in the Cropwell Bishop News.

What are the possible advantages and disadvantages of taking part?

The advantages of taking part are participants will be anonymously providing their views which in turn will help inform Cropwell Bishop Parish Council if there is support or not for the children's path games. Participants' involvement will also assist a fellow resident.

The questionnaire is short and whilst individual interviews are not expected to take more than 30 minutes, these voluntary activities will take up time.

What are the possible benefits of taking part?

There will be little direct personal benefit in taking part other than the satisfaction that participants have contributed to a community engagement research study. Participant's satisfaction may increase or decrease depending on whether the children's path games proceeds or not.

What if something goes wrong?

In the unlikely event you are harmed by taking part in this research project, there are no special compensation arrangements. If you are harmed due to someone's negligence, then you may have grounds for a legal action but you may have to pay for it. Regardless of this, if you wish to complain, or have any concerns about any aspect of the way you

Questionnaire and Interview Participant Information Sheet

have been approached or treated during the course of this study, the normal University complaints mechanisms should be available to you.

Who can I complain to?

If you have a complaint regarding anything to do with this study, you can initially approach the Academic Leader for the Society of Local Council Clerks:

Elisabeth Skinner

elisabeth.skinner@slcc.co.uk

077655 53251

If this achieves no satisfactory outcome, you should then contact the Administrator for the Faculty Research Ethics Committee, Research & Innovation Office, Faculty of Business and Law, De Montfort University, The Gateway, Leicester, LE1 9BH or BALResearchEthics@dmu.ac.uk

Who is organising and funding the research?

The research is being organised by the student on behalf of Cropwell Bishop Parish Council and is self-funded by the student, so there is no external funding.

Who has reviewed the study?

This study has been reviewed and approved by the Community Governance Teaching Team from the Society of Local Council Clerks operating in partnership with De Montfort University, Faculty of Business and Law Research Ethics Committee.

Contact for Further Information

As this community engagement research study is being led by Cropwell Bishop Parish Council, to contact Sharon Pyke please email the Cropwell Bishop Parish Clerk: clerk@cropwellbishop-pc.gov.uk or call the parish office on: 0115 9894656.

If you have any concerns in relation to this research project, you may contact the Academic Leader for the Society of Local Council Clerks:

Elisabeth Skinner

elisabeth.skinner@slcc.co.uk

077655 53251

Thank-you for participating in this community engagement research study.

Questionnaire and Interview Participant Information Sheet

05 July 2021
Version 2