

<Headteacher Name>

<Address>

<Postcode>

<Date>

Ref: <School Reference Number>

Dear <Headteacher Name>,

I would like to invite your school to participate in a research study called 'The Lost in Translation Project'. I am a doctoral researcher at the University of Exeter, funded by the Economic and Social Research Council (ESRC) and the University of Exeter, to conduct research into the Department for Education's (DfE) 'fundamental British values' agenda.

In 2014, the Department for Education released '*Promoting fundamental British values as part of SMSC in schools*' advice guidance with the requirement to actively promote: rule of law; democracy; individual liberty and mutual tolerance of different faith and beliefs and those without beliefs. The Lost in Translation Project investigates how different types of state-funded secondary schools in England perceive the 'fundamental British values' agenda. It is hoped that this research will highlight how different schools implement and interpret 'fundamental British values' and highlight the formal and informal approaches schools have taken to comply with the agenda, sharing areas of best practice and any challenges or concerns faced.

Who will be involved?

Each school that takes part will be asked to nominate a member of staff who oversees the implementation of 'fundamental British values' within your school. This nominated participant will be referred to as a "key informant". The key informant will be identified by the school senior leadership team and they will also be asked individually if they are happy to take part in primary data collection for your school. This key informant will complete a demographic questionnaire, participate in an interview, and possibly a follow up interview. All data collection can be arranged at times convenient for both the school and key informant. As we recognise that different schools operate in different ways, the follow-up data collection methods which take place can be tailored to best suit your school.

What do schools and participants get from this?

The results from this will be shared with participating schools and key informants, which could then be used to help with your requirement to promote 'fundamental British values'. This research also gives you an opportunity to help inform education policy and gives you an insight into the process of educational research. I would also be more than happy to subsequently visit and provide CPD relating to the research for your school.

How was your school selected?

Your school was selected based upon three criterion: region; school type; and religious affiliation (or none). There were <Number> schools in total, including yours, that matched the criterion below:

Region	School Type	Religious Affiliation

No further information about the schools will be provided without the schools consent. Thus, your school will only be identifiable as one of <Number> possible schools based upon the criteria above.

Ethics, Confidentiality and Anonymity

The ethics of this research is of the utmost importance and has played an integral role, particularly regarding maximising anonymity and confidentiality within this project. This research has been ethically approved by the University of Exeter and followed a number of ethical guidelines (Ethical assessment is available upon request). It is important that schools and participants understand that in this research we are only interested in how schools in England perceive 'fundamental

British values'. As such, a wide variety of types of schools have been chosen in order to gather a variety of data from different perspectives. All personally identifiable information, including school name, participant name etc. will remain confidential and anonymity will be upheld by using pseudonyms. If the school or key informant have any concerns during the project, either during data collection or at the writing up stage, then we will work with you to address any concerns you may have.

Participation in this research project is completely voluntary for both school and key informant.

Would you like to take part?

If you want to take part, simply send an email, stating that you wish to be part of this project by emailing. If you can, it would be useful to know at this stage, which member of staff you have identified as being the key informant. I will then be able to send the key informant further information in the post, along with a consent form. Once I have received the consent form from both the school and the key informant the project will begin.

You can also visit www.blogs.exeter.ac.uk/TLITP for more information and updates.

Please don't hesitate to contact me with any questions you may have.

Yours sincerely

Warren Speed BSc MSc

Doctoral Researcher

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Enc. Participant Information Sheet