

Participant Identification Number:

**CONSENT FORM (School Participant)**

**Title of Project:** Lost in Translation

**Name of Researcher:** Warren Speed

Please initial box

1. I confirm that I have read the information sheet dated 21/11/18 (version no 1.0) for the above project. I have had the opportunity to consider the information, ask questions and have had these answered satisfactorily.
2. I understand that my participation is voluntary and that I am free to withdraw at any time without giving any reason and without my legal rights being affected
3. I understand that relevant sections of the data collected during the study, may be looked at by individuals from the University of Exeter, where it is relevant to my taking part in this research. I give permission for these individuals to have access to my records
4. I understand that taking part involves anonymised **questionnaire responses** from the key informant to be used for the purposes of inclusion in an archive for a period of up to 5 years, reports published in an academic publication, project website and/or media publication and teaching or training materials for use in University activities public engagement activities.
5. I understand that taking part involves anonymised **interviews** from the key informant to be used for the purposes of inclusion in an archive for a period of up to 5 years, reports published in an academic publication, project website and/or media publication and teaching or training materials for use in University activities public engagement activities.
6. I understand that taking part involves anonymised **interviews being audio recorded** to be used for the purposes of inclusion in an archive for a period of up to 5 years, reports published in an academic publication, project website and/or media publication and teaching or training materials for use in University activities public engagement activities.
7. I understand that taking part involves anonymised **interviews being transcribed** to be used for the purposes of inclusion in an archive for a period of up to 5 years, reports published in an academic publication, project website and/or media publication and teaching or training materials for use in University activities public engagement activities.

8. I understand that key informants' anonymised **transcribed interviews** may be amended by the key informant.

9. I understand that taking part may involve **more data being collected**, if required. The **methods used will be negotiated and mutually** agreed and can be chosen from a wide variety of possible methods (for example, classroom observations, focus groups, students and/or teacher questionnaires etc.). Other data collection methods will be used for the purposes of inclusion in an archive for a period of up to 5 years, reports published in an academic publication, project website and/or media publication and teaching or training materials for use in University activities public engagement activities

10. I would like my contact details to be kept after the data collection process to be informed about the outcomes of the project and I understand that the details already held will be used to contact me

11. I understand that my other senior leadership team, governors/trust and school staff may become aware that my school and key informant were taking part in this project.

12. I agree to take part in the above project

\_\_\_\_\_  
Name of Participant                      Date                      Signature

\_\_\_\_\_  
Name of researcher                      Date                      Signature  
taking consent

When completed: 1 copy for participant; 1 copy for researcher/project file