

Your Research Project Title

You have been invited to be part of **your research project title**. Please read this information sheet to find out more about the research and why we are doing it.

About us

Add some information about your organisation and the people doing the research here.

What the research is about

List your project aims and/or research question here.

How we will gather information

Describe here when you will be doing the research and what methods you intend to use.

Confidentiality and anonymity

Example: If you are happy to take part, please complete the consent form, making clear if there are any parts of the research you would prefer not to take part in. We may write about what we find out in reports, conference papers, journals and books. We will also share our findings with other people who arrange similar activities, as well as other researchers. It will not be possible to know who said what in anything made public unless you give your permission. You can ask for feedback about our findings if you would like.

Photographs and Videos

We may want to use photographs and videos in our research reports and other publications about the project. If you prefer us not to use photographs and videos of you, please indicate this in the consent form.

Right to withdraw

Example: You have the right to stop taking part in the research at any time, including during the data collection or afterwards up to the point at which the data is analysed. You also have a right not to answer specific questions or to ask for audio and video-recording to stop.

Thank you for taking the time to read this information sheet. We very much hope you will take part.

CONSENT FORM

I have read the information about **your research project title**.

I am happy to take part and give my permission for:

***Please delete any of the statements below you do not want to give permission for**

- The audio recording of conversation
- The use of photographs and videos for research purposes only (photographs and videos with only be viewed by participants and researchers)
- The use of photographs and videos in reports and publications (photographs and videos will be published and publicly available)
- Written records of the research and its findings being held by **Your Organisation** for a period of 10 years (in which all participants will be anonymous, unidentifiable and unnamed)
- The use of this written research data for reports, presentations and publications
- **Add any other use you may be planning**

Signed.....Date.....

Print name

Address.....

.....

.....Postcode.....

Telephone contact.....

Email contact.....

I would like a copy of the summary of the research sent to me at this email address

Please return one copy of this form to:

Add your contact details here

Please keep the other copy of this form and the information sheet for your own records.

THANK YOU VERY MUCH FOR YOUR TIME