

Partners



COOK ISLANDS
Ministry of Education
Maraurau o te Pae Api'i



Funders



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PARTICIPANT INFORMATION SHEET

(Student Under the Age of 16 Years)

31 March 2014

Project Title: Pacific Science for Health Literacy Partnership Project
Principal Investigator: Jacquie Bay, Director LENScience, Liggins Institute, University of Auckland

Dear student,

My name is Jacquie Bay and I am the Director of LENScience, a specialist science education unit at the Liggins Institute, at the University of Auckland. I am writing to you about a research study we are doing with your school. We are asking for your help so that we can learn more about how to design good science programmes for schools. The particular programme that your class will take part in this year explores the work of scientists who are trying to improve health and wellbeing.

In order to find out whether these programmes help you in your learning, we need to compare schools that are using them with those that are not using them. As your school is using one of these programmes, you **and** your parents are being invited to take part in this study.

As you are not yet 16-years old, your parents need to give their permission to say it is OK for you to decide whether or not you would like to take part in the study. If your parents give their permission, you then get to decide for yourself whether or not you would like to take part in the study.

This letter tells you about what you would do if you agree to take part in the study. However as we are also inviting your parents to take part, we have included some information about what they will be doing. If your parents decide not to take part, it is still OK for you to take part.

What is involved for you if you agree to take part?

Taking part in surveys:

- If you agree to participate in the study, you will be asked to answer some questions in a survey about science, school, diet and lifestyle before your class starts using the LENSscience learning programme.
- A researcher from the project team will come to school to help students from your class fill out the survey. There are no right or wrong answers in the survey.
- About 6-12 weeks after your class has finished the learning programme, the research team will return to school to repeat the survey with students from your class.
- You will also be asked to take part in follow-up surveys 1 and 2-years after the programme. These surveys will be able to be completed by talking through your answers with a researcher (over the phone or by Skype), or the survey can be sent directly to you, either via email (so that you can complete it online) or via post, so that you can complete it on paper: *whichever way your parents prefer.*

Taking part in focus group meetings:

- If you and your parents/caregivers agree, you **may** be asked to take part in a focus group meeting with other students and a researcher about 12-weeks after the programme to discuss your experience of it.
- The focus groups will take place at school. They involve 6-8 students, and take between 30 and 60 minutes.
- Everyone that takes part in the focus group will be asked to keep matters discussed in the group to themselves. However, as with any group discussion at school, we cannot guarantee that all students will abide by this.
- During the focus groups you can change your mind and leave the group at any time, or you can decide not to answer a particular question. You do not have to give a reason why.
- The focus-group conversations are digitally recorded and afterwards they will be typed-up by a member of the research team. The person doing this work has signed an agreement to promise that they will not tell anyone about what you or your fellow students say in your focus group.

What is involved for you if you do not take part?

- If you do not take part in the evaluation you will still be a part of the learning programme going on at school, you will just not take part in the survey or the focus groups. When the survey is happening, your teacher will provide you with an alternative activity.

What is involved for you and your parents/caregivers if they also agree to take part?

Taking part in parent surveys:

- If your parents/caregivers agree to participate in this research, we would ask them to fill out four surveys about school, diet and lifestyle, each taking no longer than 15-20 minutes, between now and December 2016.

Taking part in family-group meetings:

- If you and your parents/caregivers **both** agree, you and your parents/caregivers **may** be asked to take part in a family-group meeting 3-months, 1-year, and 2-years after the programme has finished in school. These will help us understand the long-term effect of the programme for you and your family.
- The family-group meetings take place at your home at a time that suits you, your family and the research team. They take between 30 and 60 minutes.
- As with the focus groups, you and your parents/caregivers can leave the family-meeting at any stage, or choose not to respond to a particular question.
- The conversations will be digitally recorded and typed-up just like the student focus-group meeting.

Will anyone be able to find out what I said in my survey or focus group meetings?

- Your surveys will have your name on them so that we can compare your answers before and after the programme and match them with your parents'/caregiver's surveys. But your name will be removed and a special number put onto your answers. Only the researchers will be able to look back and match your name to your number.
- When the results are reported, no-one will be able to tell who said what. No real names will be used in reports.
- If anything unexpected comes up in a focus-group that is of a sensitive nature to you and/or your family, this would be treated in a strictly confidential way by the researcher.

Potential future studies

- Depending on what we find out, we may want to contact you in the future to tell you about follow-up studies and ask whether you would like to take part in those.
- These are likely to occur 2-3 times between 2018 and 2031 and involve an on-line survey and possibly an interview.
- You can opt-in or opt-out of this by indicating your choice on the attached consent form.
- Giving permission for us to contact you in the future does not mean that you have to agree to take part in any follow-up studies.

Data Storage

- All your answers to the questionnaires and the recordings we make of your interviews with the researchers and in the focus groups will be stored electronically securely and privately within the University of Auckland, New Zealand for a period of at least 6 years from the time of the research. Only the members of the research team will be able to look at this data.
- If you have given us permission to possibly contact you in the future for follow-up studies, your data will be stored for a longer period (up to 2031).
- After 6 years, or at 2031, as appropriate, the data will be destroyed.

Voluntary Participation

- Participation in the programme is voluntary for you and your parents/caregivers.
- You and/or your parents/caregivers can change your mind and stop taking part at any time up until December 1st, 2016, without giving a reason.
- You and/or your parents/caregivers may also change your mind about the research team using your information (surveys and focus-groups) at any time up to 2031. If we have

already reported on the data, we cannot change the reporting, but we would remove your data from any future analysis and reporting that we do.

- Your school principal and teachers have promised that whatever you decide, it will not affect your school work or grades.

If you would like to talk to a member of the research team about this study, they will be coming to school and can talk to you there. If you like, they can also come and talk to you and your parents/caregivers about this study at home before you decide whether to participate or not. You can ask your parents/caregivers to contact the team on +64 9 923 1389 or email lenscience@auckland.ac.nz and we will arrange for a member of the team to meet with you and your family.

If you agree to be a participant in the research as outlined above, please fill out the assent form and bring it back to school or email it back to the research team.

If you have any queries or wish to know more about this research you may contact me directly:

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Mrs Sharyn Paio
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Alternatively, you may contact:
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For queries regarding ethical concerns please contact:

The Chair, University of Auckland Human Participants Ethics Committee, The University of Auckland, Office of the Vice Chancellor, Private Bag 92019, Auckland, Tel. +64 9 3737599 ext 83711 or the Office of the Prime Minister of <<country Name>> on << xxxx>>.

Yours sincerely



Jacquie Bay
Director, LENSscience

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ASSENT FORM

(Student Under the Age of 16 Years)

THIS FORM WILL BE HELD FOR A MINIMUM OF 6 YEARS

Project Title: Pacific Science for Health Literacy Partnership Project
Principal Investigator: Jacquie Bay, Director LENSscience, Liggins Institute, University of Auckland

I have read the Participant Information Sheet (Student Under the Age of 16 Years) and have been given the opportunity to ask any questions and have them answered to my satisfaction. I understand that:

- My parents/caregivers and I are being invited to participate in research relating to the evaluation of the *Pacific Science for Health Literacy Partnership Project*.
- My parents/caregivers have to complete a separate form to give their permission for me to take part. If they let me, I then get to decide for myself whether I would like to take part or not.
- I can change my mind about taking part at any time up until December 1st 2016 without giving a reason.
- If I take part, I will be asked to fill-out four surveys of 30-40 minutes in length. These will be done at the beginning and end of the school programme, and 1- and 2-years after the school programme.
- I **may** be asked to take part in a student focus group with 6-8 other students and a researcher at the end of the programme.
- My parents/caregivers and I **may** be asked to participate in a family focus group at the end of the module of work and again 1- and 2-years later.
- If my parents agree to let me be part of the focus group or the family-group meetings, and I want to do it, these will be recorded and a person who has promised to not talk to anyone outside the research team about what we say in the recording will type-up my responses.
- My school principal and teachers have promised that my decision to take part or not will not affect my school work or grades.
- I can decide whether or not to allow the research team to possibly contact me in the future for follow-up studies. Giving my permission to be contacted does not mean I have to take part. I

can change my mind and withdraw this permission at any stage up to December 1st 2031 without giving a reason.

- My data will be stored electronically on a secure network drive within the University of Auckland, New Zealand for a period of at least 6 years before being destroyed.
- If I have given my permission for the team to contact me in the future regarding follow-up studies, my data will be stored until December 1st 2031, before being destroyed.
- The final research report and any papers written will not name any of the individual participants or schools.

Please complete each section:

	Yes (Agree)	No (Do not agree)
My Participation		
I agree to take part in the questionnaires.		
I agree to take part in a student focus group.		
I agree to take part in a family focus group if my parents also agree		
If I am chosen to take part in the focus group or family focus-group, I agree to it being digitally recorded.		
I agree to allowing the research team to contact me in the future (between 2018 and 2031) to inform me about follow-up studies that I may wish to take part in		

I therefore give my informed assent to take part in the Pacific Science for Health Literacy Partnership Project as stated above.

Full Name			
Date of Birth		School	
Home address			
Postal Address, if different from above			
Home phone number		Cell phone number	
Email Address			
Signature		Date:	