

## Participant information sheet

**Title of the project:** Working with teachers to develop digital accessibility awareness education in the upper key stage 2 primary school classroom

**Participation in a 15-minute online questionnaire.**

**Version number:** 1

**Date:** 17/09/2024

This research has been approved by the Education Culture and Society Research Ethics Panel in line with the University's Research Ethics Policy.

**Research Ethics Panel reference number:** ECS24250010

### Invitation

I would like to invite you to take part in a research project which involves completing an anonymous online questionnaire. Before you decide whether to take part, it is important that you understand why the research is being done, what it will involve for you, what information I will ask from you, and what I will do with that information. Please take time to read the following information carefully. Thank you for reading.

### Who is undertaking the research?

- Name: Helen Wilson
- Position: PHD student
- Role on the project: Primary (and sole) researcher

### What is the purpose of the research?

This anonymous online questionnaire is intended to inform a much larger study to help plan an educational intervention. This information sheet and request to participate is specific to the **anonymous online questionnaire only**.

The larger study aims to work with upper Key Stage 2 teachers to develop and pilot a foundational lesson and learning materials for the subject of digital accessibility awareness so young learners can learn about inclusion in our 21<sup>st</sup> century digital society.

The questionnaire will provide me with some useful benchmarking information from across the teaching community about the knowledge of upper KS2 teachers, firstly because this data does not currently exist in research literature or reports, and secondly it will help to plan the intervention aspect of my subsequent research study at an appropriate level to support those teacher participants involved.

## Why have I been invited to take part?

You have received this invitation because, in response to a gatekeeper communication with your Multi Academy Trust, Head Teacher or your local authority, it has been identified that you may be willing and able to participate in this anonymous online teacher questionnaire.

I am hoping to recruit a minimum of 50 teacher participants to complete the questionnaire across a range of schools in the UK to gain a broad picture of awareness and knowledge from those who specifically teach learners in school at upper Key Stage 2 (Years 5 or 6).

You do **not need** any specific expertise or subject matter experience to participate in the questionnaire, all responses and levels of knowledge are beneficial to the study.

## What will happen if I agree to take part?

If you agree to take part, you will be asked to complete the anonymous online questionnaire.

You will be sent an email with a link to the online questionnaire

- The questionnaire has 30 questions, there are a mix of multiple-choice questions and 3 questions you will need to provide written answers for. The first question will ask you to confirm that you have read this information, are happy to volunteer to take part in the questionnaire and are over 18 years old. This will be taken as your consent to use the information submitted.
- The survey will take around 15 minutes to complete.
- If you want to know more about the larger study my contact details will be on the survey.

## Do I have to take part?

No. It is up to you to decide whether or not you want to take part in this study. Your participation is entirely voluntary.

If you do decide to take part, you will be asked at the start of the survey to agree to a number of statements to indicate that you are over 18 years old, have read and understood this information and agree to take part in the survey. By submitting/returning the survey, you are providing consent for the data you have given to be used in the study.

You can withdraw from the study by closing the browser page down without submitting your responses and your data will not be saved. Please note that once you have submitted your survey responses there is also an option to fully withdraw your submission, and this is in the form of providing the personal identifier you will make as part of the form.

## What are the benefits for me in taking part?

Participating in this questionnaire may help you to reflect or highlight your current knowledge about inclusive digital practices or any gaps in your knowledge relevant to creating inclusive digital content. It will also provide you with opportunities to contact the researcher if you would like to participate further in the study.

Beyond the questionnaire, should you want to know more about the research or choose to participate in further phases of the research there is an option to contact the researcher directly. Participating further would offer you an ideal opportunity to be fully upskilled in the creation of more inclusive digital materials, which in turn will help you promote more inclusive practices within your own classroom and educational setting, especially where technology and varied learner needs may become more prevalent.

## Are there any risks for me if I take part?

It is crucial to understand that this questionnaire is to seek your current knowledge and not a test, therefore you **do not need to have any expertise** in the area to participate. Prior to the questionnaire being distributed, approval of the appropriateness of the research has been sought from gatekeepers such as your Multi Academy Trust leads, Head Teachers and local authorities.

Some questions cover awareness of accessibility and disability; therefore, this may raise issues or concerns regarding your own personal or professional experiences. Should you experience any distress, please do not feel obliged to continue with the questionnaire and shut your browser down. You are encouraged to contact the researcher's supervisor should you have any misgivings regarding any risks concerned.

## What will you do with my data?

The data you submit will be treated confidentially at all times. No personally identifiable information will be obtained during or as part of the study. Your answers will be completely anonymous.

I anticipate that the results of the research will inform future aspects of the overall research study, they will also be summarised, disseminated and written up as part of the overall written PHD thesis. The data may also be presented at conferences, written up in journals, or other forms of research publications or presentations.

During the project, all data will be kept securely. Specifically the information will be stored on University- provided tools, secure storage and will be password protected in line with the University's Policy for the Effective Management of Research Data and its [Information Security Policy](#). It will not be shared with anyone, other than two PHD supervisors if the need arises for educational support or guidance.

## How long will you keep my data for?

At completion of the project, I will destroy all questionnaire data relating to the project.

***Thank you for taking the time to read this information***

If you have any questions or would like further information, please contact:  
Helen Wilson [wilh5\\_22@uni.worc.ac.uk](mailto:wilh5_22@uni.worc.ac.uk).

If you have any concerns about the project at this point or at any later date you may contact the researcher (contact as above) or you may contact my PHD Supervisor and Director of Studies: Dr Sean Bracken [s.bracken@worc.ac.uk](mailto:s.bracken@worc.ac.uk).

The University is registered with the Information Commissioner's Office and the University Data Protection Officer is Helen Johnstone. More on the [University approach to Information Assurance and Security](#).

## Allegations of Research Misconduct

You can also view the [University of Worcester's Procedures for Dealing with Allegations of Research Misconduct](#). For information about who to contact please visit the [research integrity pages](#) on the university's website.

If you would like to speak to an independent person who is not a member of the research team, please contact the University of Worcester, using the following details:

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