

LOGO: This Should be replaced with relevant School version.

This is an example of a Plain Language Statement with suggested headings.

! Remember to delete blue text before you submit your own version for ethical consideration !

Plain Language Statement

(pupils/ children)

**Title of project and researcher details**

Title: ……………………………………………………………………………………….

Researcher: ………………………………..

Supervisor: ……………………………………..

Course: ………………………………………………..

You are being invited to take part in a research project into ………………………….. A research project is a way to learn more about something. You are being asked to take part because …………………………….

Before you decide if you want to take part, it is important for you to understand why the research is being done and what it will involve.

Please take time to read the information on this page carefully and discuss it with others …………………………….. and your parents/carers if you wish. Ask me if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part.

**What will happen if you take part**

The purpose of this study is to find out …………………………………..

If you decide to take part I will ask you some questions about …………………………… You do not have to answer any questions that you don’t want to. This will take about ………. (time). I will record your answers on a voice recorder so that afterwards I can listen carefully to what you said.

I will be finished gathering information by ………………………….

You do not have to take part in this study, and if you decide not to, you will still be ………………………….. If, after you have started to take part, you change your mind, just let me know and I will not use any information you have given me.

**Keeping information confidential**

I will keep the information from the ..................................in a locked cabinet or in a locked file on my computer.

When I write about what I have found out, your name will not be mentioned. If you like you can choose another name for me to use when I am writing about what you said. No-one else will know which name you have chosen.

However, if during our conversation I hear anything which makes me worried that you might be in danger of harm, I might have to tell other people who need to know about this. (Required Clause.)

**The results of this study**

When I have gathered all of the information from everyone who is taking part I will write about what I have learned in a (where appropriate) dissertation, which is a long essay, which I have to complete for the course I am studying on. This will be read and marked by my teachers at university.

I will tell you and the other children who have taken part what I have found out about what you think about ……………………………... I will destroy all of my notes and recordings when the project is finished.

**Review of the study**

This study has been reviewed and agreed by the School of ………………………… Ethics Forum, University of Glasgow.

**Contact for further Information**

If you have any questions about this study, you can ask me, ……………………… (………………….@glasgow.ac.uk)

or my supervisor, ………………… (………………@glasgow.ac.uk)

or the Ethics officer for the School of ……………….: ………………………..@glasgow.ac.uk

Thank you for reading this.

End \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_