



Resilience and resourcefulness in NSW schools during a global crisis

HREC 72555

Principal Interview Information Sheet and Informed Consent

### Principal Interview Information Sheet and Informed Consent

<b>HREC project number:</b>	72555
<b>Project title:</b>	Resourcefulness and resilience in regional NSW schools during a global crisis
<b>Chief Investigator or primary contact person:</b>	<p>Chief Investigator: Dr Sally Lamping Lecturer in Literacy Curtin University, Western Australia</p> <p>Co-investigator: Dr Barbara Bannister Lecturer in Science Education Charles Sturt University, New South Wales</p> <p>Co-Investigator: Dr Martin Hughes Head of Research Skillset Senior College, New South Wales</p>

#### Participant Information:

You have been invited to participate in a thirty-minute Skype or WebEx interview as a follow-up to the anonymous survey conducted with you and your teaching staff as part of the above research project. The preliminary questions for the interview are attached in this document, but there may be follow-up questions depending on your responses.

#### Benefits of the Research:

There are no direct benefits of the research. However, the results of the study could enhance understandings of regional schools, their resources, and strategic responses in times of crisis.

#### Risks of the Research:

There are no foreseeable risks to this research. We have been careful to make sure that the questions in the interview do not cause you any distress; we have also attached a copy of the interview questions to this information sheet. If you feel anxious about any of the questions you do not need to answer them. If the questions cause any concerns or upset you, we can refer you to a counsellor.

#### Access to Data:

The information collected in this portion of the study will be re-identifiable (coded). This means that we will collect data that can identify you, but will then remove identifying information on any data or sample and replace it with a code when we analyse the data. Only the research team have access to the code to match your name if it is necessary to do so. Any information we collect will be treated as confidential and used only in this project unless otherwise specified. The following people will have access to the information we collect in



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this research: the research team and, in the event of an audit or investigation, staff from the Curtin University Office of Research and Development.

The interview will be recorded and stored initially on one of the researcher's laptops, where it will be password protected. It will be backed up on Curtin's R: Drive within 24 hours of collection, where it will be exclusively stored. Electronic data will be password-protected and hard copy data (including video or audio tapes) will be in locked storage. The information we collect in this study will be kept under secure conditions at Curtin University for 7 years after the research is published and then it will be destroyed.

Interview transcripts will be shared with you for final approval prior to any sharing with a wider audience. Study results will be made available to your school and you will have access to the summary of the data for your school within a month of the interview completion. The results will also be shared with the department and with a wider audience through journal publications and/or conference presentations.

### **Voluntary Participation:**

Taking part in a research project is voluntary. It is your choice to take part or not. You do not have to agree if you do not want to. If you decide to take part and then change your mind, that is okay, you can withdraw from the project. If you choose not to take part or start and then stop the study, it will not affect your relationship with the University, staff or colleagues.

You can withdraw your participation prior to approving your transcript, which will be shared with you within two weeks of the interview being conducted. We will destroy any data related to your role in the study.

### **Questions about the research:**

If you have questions about the research, please contact Dr Sally Lamping, Chief Investigator, at [sally.lamping@curtin.edu.au](mailto:sally.lamping@curtin.edu.au) or +61 8 9266 4623.

Curtin University Human Research Ethics Committee (HREC) has approved this study (HREC number 72555). Should you wish to discuss the study with someone not directly involved, in particular, any matters concerning the conduct of the study or your rights as a participant, or you wish to make a confidential complaint, you may contact the Ethics Officer on (08) 9266 9223 or the Manager, Research Integrity on (08) 9266 7093 or email [hrec@curtin.edu.au](mailto:hrec@curtin.edu.au).

### **Next Steps:**

If you choose to participate in this additional portion of the study, we will ask you to sign the consent form. By signing it is telling us that you understand what you have read and what has been discussed. Signing the consent indicates that you agree to be in the research project. Please take your time and ask any questions you have before you decide what to do. You will be given a copy of this information and the consent form to keep.



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**Informed Consent for Participation in Principal Interview:**

- I have read the information statement and I understand its contents.
- I understand that this project has been approved by Curtin University Human Research Ethics Committee and will be carried out in line with the National Statement on Ethical Conduct in Human Research (2007).
- I understand that the interview will be recorded.
- I believe I understand the purpose, extent and possible risks of my involvement in this project.
- I voluntarily consent to take part in this project.
- I have had an opportunity to ask questions and I am satisfied with the answers I have received.
- I understand I will receive a copy of this Information Statement and Consent Form.

Participant name	
Signature	
Date	

Declaration by investigator/contact person: I have supplied an Information Letter and Consent Form to the participant who has signed above.

Investigator/contact person name	
Signature	
Date	