****

This is a template Participant Information Sheet which includes an example of the information that you should provide to children aged 5-12 years. Please consider the possible differences in reading vs chronological age when drafting your own information sheet and ensure that you produce a version which is suitable for the youngest participant within the group. For older age ranges (e.g. 13-15 and 16-18) you should consider whether another template is appropriate.

We have provided guidance notes in **red** for you to consider (as well as example pictures you may find useful), please ensure you replace these with your own text/pictures or delete sections if not appropriate to your project. In all example text provided below you **must change the wording in red** to reflect the details of your specific project. **You should also delete this guidance section.**

Please ensure you also **adjust the footer to the correct version number and date for your project**.

**Title of Research [ensure you provide a similified version of this title for the children]**

**Who we are**

Hi, my name is [insert first name of the researcher(s)] and I my job is finding out about schools and pupils like you at the University of Manchester.



Would you like to help me with my work about [insert aim of study in age appropriate language]? You don’t have to if you don’t want to.

**What are we doing?**

You must explain the purpose of the research in clear simple language.



**What do you have to do?**

If you want to help, I will ask you to:

[Bullet point activities as part of research, for example:

* Answer some questions (like me, not like me)
* Sort some cards
* Talk about some pictures

Ensure the language used is clear and age appropriate].

Afterwards we will

[add any follow up activities that will happen or if there will be a reward given such as stickers].

Would that be ok?

**Who gets to see your answers?**

I will need to know your [insert the specific information you will be collecting about the child such as name, age, gender, test scores, etc]. Only [insert names of the researcher(s)] will know this.

Your teacher will not.

I will keep your answers safe by making sure that no one else sees them other than me. I will take your name off your work.

I will keep your answers for [insert number of years in accordance with UoM retention schedule] years and then I will destroy them.

If you want to know more, please ask your mum, dad or the person who looks after you as I have given them a lot of extra information about this.

**What Do you Do Now?**

If you have any questions please ask me, your mum, dad or the person that looks after you.

Let me know if you would like to take part.

**Thank you for reading this!**

