

School of Environment and Development

Dissertation Title, Ethics and Risk Assessment Statement

This form must be submitted to the Student Information Desk by Thursday 31st May 2012.

The purpose of this form is to confirm that supervisor and student have agreed on an appropriate title for the student's dissertation and addressed any ethical considerations or fieldwork practicalities raised by the research.

After submission of the form, students may still change the title of their dissertation with the agreement of their supervisor. If a change to title has ethical or risk implications however then the form should be resubmitted, this should also be indicated.

Family Name	
First name(s)	
Registration Number	
Programme	
Name of Supervisor	

Section 1. Confirmation of Title

Title	
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Section 2. Risk Assessment

Please tick (✓) one box:

	The proposed research does not involve any fieldwork but complies with the School Generic Risk Assessment C: On Campus Working.
	The proposed research does include a period of fieldwork, but complies with the School Generic Risk Assessment A: Off Campus work in the UK.
	The proposed research does include a period of fieldwork, but complies with the School Generic Risk Assessment B: Off Campus work overseas.
	The proposed research does include a period of fieldwork, but falls outside of the School's Generic Risk Assessments and therefore I have completed and attached a full risk assessment for approval. *

***Should you wish to discuss this further before submitting your Risk Assessment please contact the Senior Programme Administrator in charge of Fieldwork Emma Casey Emma.Casey@manchester.ac.uk**

Section 3. Ethical Considerations

Question 1	YES	NO
Will the research for your dissertation involve you gathering or holding data from human participants in any form (i.e. interviews, surveys, observation)? Yes or No please tick (✓) one box		

If you answered **No** to Question 1, then you are free to undertake your dissertation research, but if your dissertation research alters at any time before submission to involve the gathering of information from or holding of data from human participants then you must recomplete and resubmit this form.

If you answered **Yes** to Question 1, please continue onto Question 2 and 3

Question 2.	YES	NO
Will any of these participants be from the following groups? Yes or No please tick (✓) one box:		
<ul style="list-style-type: none"> • Children under 16 • Adults with learning difficulties • Adults in emergency situations e.g. those in refuge camps or seeking asylum • Adults with mental illness (particularly if detained under mental health legislation) • Adults with dementia • Prisoners • Young offenders • Adults in Scotland who are unable to consent for themselves • Those who could be considered to have a particularly dependent relationship with the investigator, e.g. those in care homes, medical students, employees. • Any other groups who could be considered vulnerable 		

Question 3	YES	NO
Will any of these issues apply? Yes or No please tick (✓) one box		
<ul style="list-style-type: none"> • Payment or incentives will be given to research participants (e.g. gifts/money/free service) • Participants will discuss any topics or issues that might be sensitive, embarrassing or upsetting. • Criminal or other disclosures requiring action could take place during the research. 		

If you answered **No** to Questions 2 and 3 above then you are free to undertake your research providing you abide by the following conditions.

- You must always use the School's participant consent form and participant information form to gain consent from any individuals involved.
- You must work to the information contained in the School's Ethical Guidelines for Taught Students" regarding the safe collection, storage and handling of data.
- If your dissertation research alters at any time before submission to include any of the participants listed in Question 2 or the issues listed in Question 3, then this approval is revoked and you must speak immediately to your supervisor

If you answered **Yes** to either Questions 2 or 3 above then Ethical Approval cannot automatically be granted by the School of Environment and Development **please speak immediately to Rosie Williams, School Teaching and Learning Administrator** (Rosie.Williams@manchester.ac.uk)

Please tick (✓) to show you understand the ethical approval granted:

	I have read through questions 1-3 in Section 3 above and I can confirm that my research does not need additional ethical approval. I have also read and understand the School of Environment and Development "Ethical Guidelines for Taught Students".
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Section 4. Signatures

Signature (Supervisor)		Date	
Signature (Student)		Date	

This form should be completed and returned to the Student Information Desk by Thursday 31st May 2012. Forms must be signed by the dissertation supervisor. Email submission of forms will not be accepted.