** The impact of a Plant a Seed series on students’ knowledge, skills and attitude to medicine.**

**Participant Information Sheet (PIS)**

Your child is invited to take part in a questionnaire analysing the impact of an outreach series that will be delivered at your child’s school. The questionnaire will look at the impact of online learning on their knowledge, skills and attitudes to Medicine and medical applications. Before you decide whether they take part, it is important for you to understand why the research is being conducted and what it will involve. Please take time to read the following information carefully before deciding whether you consent for your child to take part and discuss it with others if you wish. Please ask if there is anything that is not clear or if you would like more information. Thank you for taking the time to read this.

**About the research**

* **Who will conduct the research?**

Dr Enam Haque, Clinical Senior Lecturer and Widening Participation Lead, and Miss Nadin Hawwash, Medical Student & Widening Participation Fellow, School of Medical Sciences, Faculty of Biology Medicine and Health, The University of Manchester.

**What is the purpose of the research?**

We would like to explore the impact of an online outreach series on students’ knowledge, skills and attitudes to medicine and the application to medical school.

Year 7-9 students in the United Kingdom will be included in this study if they have attended the whole series and you have provided consent for your child to complete the questionnaire. The Plant a Seed Series will be accessible online through a link distributed to participating schools.

* **Will the outcomes of the research be published?**

The outcomes of the research will be published in an academic journal, presented at relevant conferences, and distributed online on websites and social media. Participants will be anonymous.

* **Disclosure and Barring Service (DBS) Check**

**Both researchers have undergone the** appropriate level of DBS check via The University of Manchester.

* **Who has reviewed the research project?**

The project has been reviewed by The University of Manchester Proportionate Research Ethics Committee

* **Who is funding the research project?**

No funding

**What would my involvement be?**

* **What would I be asked to do if I took part?**

Each class of school pupils that attends the series will first complete a pre-series questionnaire. Pupils will only complete, if they have parental consent to do so. They will then watch videos 1-3 (videos will cover medical careers and each will last a maximum duration of 1-hour), complete each corresponding worksheet and then complete the post-feedback questionnaire. On completion a Q&A session with members of staff within the medical school and members of the Widening Participation Team will be offered should students have any questions regarding medicine or medical school. A certificate of attendance will also be provided to students. Please, note that this Q&A session will not form part of the study, but will help your child ask any questions about medicine. Your child’s questionnaire answers which would not include their name will be used in books and reports we write and will be shared with researchers at other places.

* **Will I be compensated for taking part?**
* No
* **What happens if I do not want to take part or if I change my mind?**

As a parent/guardian, it is up to you to decide whether your child takes part in the session. If you agree for your child to take part, we will ask you to complete a consent form for the study. If you agree for your child to take part, you are still free to withdraw at any time without giving a reason and without detriment to yourself. Since the questionnaire is anonymous, it will not be possible to withdraw once the questionnaire has been submitted. This does not affect your data protection rights. If you decide not to take part you do not need to do anything further. Schools will not be given an incentive for taking part in the project.

**Data Protection and Confidentiality**

* **What information will you collect about me?**

No information that could identify your child will be collected.

**Under what legal basis are you collecting this information?**

We are collecting and storing this personal identifiable information in accordance with UK data protection law which protect your rights. These state that we must have a legal basis (specific reason) for collecting your data. For this study, the specific reason is that it is “a public interest task” and “a process necessary for research purposes”.

* **What are my rights in relation to the information you will collect about me?**

You have a number of rights under data protection law regarding your child’s personal information. For example you can request a copy of the information we hold about your child.

If you would like to know more about your different rights or the way we use your child’s personal information to ensure we follow the law, please consult our [Privacy Notice for Research](http://documents.manchester.ac.uk/display.aspx?DocID=37095).

* **Will my participation in the study be confidential and my personal identifiable information be protected?**

In accordance with data protection law, The University of Manchester is the Data Controller for this project. This means that we are responsible for making sure your child’s information is kept secure, confidential and used only in the way you have been told it will be used. All researchers are trained with this in mind, and your child’s data will be looked after in the following way:

Anonymised data will be collected using an online questionnaire, Eforms. Each participating student/class will be given the Plant a Seed webpage link and a link to the pre-and post-survey feedback forms. Pupils will be asked to complete at set times before and after the series. The questionnaire will be anonymous and on completion of the pre-feedback questionnaire, the student will be redirected to the post feedback questionnaire which requires completion after watching the series. The data will remain stored for a duration of up to 4 years. But will be removed earlier if no longer required.

Please also note that individuals from The University of Manchester or regulatory authorities may need to look at the data collected for this study to make sure the project is being carried out as planned. All individuals involved in auditing and monitoring the study will have a strict duty of confidentiality to your child as a research participant.

**What if I have a complaint?**

* **Contact details for complaints**

If you have a complaint that you wish to direct to members of the research team, please contact: **DR ENAM HAQUE:** [**enam.haque@manchester.ac.uk**](mailto:enam.haque@manchester.ac.uk)**, 07590620969.**

**If you wish to make a formal complaint to someone independent of the research team or if you are not satisfied with the response you have gained from the researchers in the first instance then please contact**

TheResearch Ethics Manager, Research Office, Christie Building, The University of Manchester, Oxford Road, Manchester, M13 9PL, by emailing: [research.complaints@manchester.ac.uk](mailto:research.complaints@manchester.ac.uk)  or by telephoning 0161 306 8089.

If you wish to contact us about your child’s data protection rights, please email [dataprotection@manchester.ac.uk](mailto:dataprotection@manchester.ac.uk) or write to The Information Governance Office, Christie Building, The University of Manchester, Oxford Road, M13 9PL at the University and we will guide you through the process of exercising your rights.

You also have a right to complain to the [Information Commissioner’s Office](https://ico.org.uk/concerns) about complaints relating to your personal identifiable information Tel 0303 123 1113

**Contact Details**

If you have any queries about the study or if you are interested in taking part then please contact the researcher(s)

**DR ENAM HAQUE:** [**enam.haque@manchester.ac.uk**](mailto:enam.haque@manchester.ac.uk)**, 07590620969**

**MISS NADIN HAWWASH: nadine.hawwash@student.manchester.ac.uk**