**PARENT/GUARDIAN INFORMATION SHEET**

**(Version 1.1, Date: 04/08/20)**

**Project Title:** Physical activity levels, mental health and wellbeing in children and young people in Wales during COVID-19

**Contact Details:**

*Liezel Hurter*

*Liezel.hurter@swansea.ac.uk*

*077 097 09630*

**1. Invitation Paragraph**

Thank you for taking the time to read this information sheet. We would like to invite your child to take part in our research study. Before you decide if you would like them to join in, it is really important that you understand what the study is about, why the study is being done and what it will involve. We are more than happy for you to talk to family, friends, or colleagues about it if you want to.

If something isn’t clear or you or your child have questions, you can give us a call or to email us and we can discuss it with you. If you don’t want your child to take part, that is fine! The decision to take part is entirely up to you and you will not be disadvantaged for future studies should you decide for your child not to participate.

**2. What is the purpose of the study?**

COVID-19 has caused lots of changes to the normal lives of children, like the closing of schools and sports clubs. There has been lots of people looking at how COVID-19 has affected adults, but we want to find out how it has affected children. We want to know what they have been able to do and how they are feeling. This information is really important and will help the Welsh Government. It will help people come up with ways to make sure children can do as many of the things they want to be able to do and feel as good as they can every day.

**3. Why has my child been chosen?**

Your child has been chosen because they are aged 8-16 years.

**4. What will happen if my child takes part?**

We will ask your child to complete an online survey. This will ask questions about how they are feeling about COVID-19 and how much physical activity they do (how much they move). We will also randomly select some children to wear a monitor, like a FitBit, on their wrist for a week. This will measure how active they are. You do not have to agree to your child doing this part if you do not want to. If they are selected, we will post the monitor to your home address with a pre-paid return envelope. We will ask your child to do this twice over the next few months.

**5. What are the possible disadvantages of my child taking part?**

It requires your child to provide 10 minutes of their time. The questions should not address any sensitive information, but if they do feel distressed we can provide you with information for support. Some children may also be selected, if you agree, to wearing an activity monitor on their wrist for a week. This monitor is like a FitBit. Some children may find it uncomfortable to wear.

**6. What are the possible benefits of my child taking part?**

Your child will be involved in research funded by the Welsh Government. They will be giving important information that could dramatically change the way the government deals with COVID-19 for children going forwards.

**7. Will my child taking part in the study be kept confidential?**

**Data Protection and Confidentiality**

Your child’s data will be processed in accordance with the Data Protection Act 2018 and the General Data Protection Regulation 2016 (GDPR). All information collected about your child will be kept strictly confidential. Your child’s data will only be viewed by the researcher/research team.

All electronic data will be stored on a researchers’ password-protected computer and in a password-protected file. There will be no paper records. Your consent information will be kept separately from your child’s responses to minimise risk in the event of a data breach.

Please note that the data we will collect for our study will be made anonymous. All transcripts and information will only be identifiable by participant number and not name. It will not be possible to identify and remove your child’s data at a later date, should you decide to withdraw from the study. Therefore, if at the end of the interview you decide to have their data withdrawn, please let us know prior to leaving.

**Data Protection Privacy Notice**

The data controller for this project will be Swansea University. The University Data Protection Officer provides oversight of university activities involving the processing of personal data and can be contacted at the Vice Chancellors Office.

Your child’s personal data will be processed for the purposes outlined in this information sheet. Standard ethical procedures will involve you providing your consent for your child to participate in this study by completing the consent form that has been provided to you.

The legal basis that we will rely on to process your child’s personal data is necessary for scientific research. This public interest justification is approved by the College of Engineering Research Ethics Committee, Swansea University.

**How long will your child’s information be held?**

We will hold any personal data and special categories of data for five years.

**What are your child’s rights?**

You have the right to access your child’s personal information, to object to the processing of your personal information, to rectify, to erase, to restrict and to transfer your personal information. Please visit the University Data Protection webpages for further information in relation to your rights.

Any requests or objections should be made in writing to the University Data Protection Officer:-

University Compliance Officer (FOI/DP)

Vice-Chancellor’s Office

Swansea University

Singleton Park

Swansea

SA2 8PP

Email: dataprotection@swansea.ac.uk

**How to make a complaint**

If you are unhappy with the way in which personal data has been processed you may in the first instance contact the University Data Protection Officer using the contact details above.

If you remain dissatisfied then you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: -

Information Commissioner’s Office,

Wycliffe House,

Water Lane,

Wilmslow,

Cheshire,

SK9 5AF

www.ico.org.uk

**8. What if I, or my child, have any questions?**

Further information can be obtained from the lead researcher, Liezel Hurter, using the contact details on the information sheet. This project has been approved by the College of Engineering Research Ethics Committee at Swansea University. If you have any questions regarding this, any complaint, or concerns about the ethics and governance of this research please contact the Chair of the College of Engineering Research Ethics Committee, Swansea University: coe-researchethics@swansea.ac.uk. The institutional contact for reporting cases of research conduct is Registrar & Chief Operating Officer Mr Andrew Rhodes. Email: researchmisconduct@swansea.ac.uk. Further details are available at the Swansea University webpages for Research Integrity. <http://www.swansea.ac.uk/research/researchintegrity/>.”