

School Travel Environments Project Participant Information Sheet – Parents/Carers of Children

You and your child are invited to take part in a study on school travel that is being conducted by Durham and Cambridge Universities. Before you decide whether to agree that you and your child can take part, it is important for you to understand the purpose of the research and what is involved. Please read the following information carefully. Please get in contact if there is anything that is not clear or if you would like more information.

About this study

The aim of the study is to understand how families decide how children travel to school. This includes looking at how the environment on the way to school affects travel.

What does taking part involve?

The study has 3 parts.

1) Photographs of the school journey

We would like to ask your child to take photographs of their journeys to school, with your help if needed. We will provide digital cameras. We will ask they take photographs that do not include faces. Afterwards we will arrange a time to talk about these photographs with you and your child to give us more insight into the school journey. This conversation can be on a video or telephone call, or in-person if you prefer.

2) Guided tour of your child's walk to school (optional)

If your child walks or cycles to school, the researcher, would also like to walk with your child (and with you if you normally travel with your child) on a journey to or from school. This will be on a day that is convenient for you. This will be at the same time as you normally travel. We will ask questions whilst you walk and audio-record the conversation. If your journey is very short, it would be good to continue this conversation outside your home after the journey back from school. The recording will later be typed up.

3) Telephone interview with yourself

We would like to talk to you about how you experience your child's journey to school, including any difficulties you experience getting your child to school; any activities such as cycle training or improvements to the environment you are know of; and whether the pandemic has affected how you make decisions about school travel.

Why have I been invited to take part?

You have been invited as your child goes to one of the schools in this study. We are inviting children of a range of ages.

Do I have to take part?

It is up to you and your child to decide whether or not to take part. If you do decide to take part, you will be asked to sign a consent form and we will ask your child to confirm that they are happy to take part. You and your child are still free to stop taking part at any time without giving a reason.

What are the possible disadvantages of taking part?

The main disadvantage of taking part in the study is the time required to take photographs and talk about them. We will arrange this interview on a convenient day for you.

What are the possible benefits of taking part?

The information collected during this study will give us a better understanding of how people make decisions about school travel. We hope this will help make sure that future environmental and transport policy takes account of people's needs and increases walking and cycling to school.

Will my taking part in the study be kept confidential?

All information collected will be anonymised and kept confidential (see below). However, as the researcher will be with your child on the journey to school, she will be visible to on-lookers.

What will happen if I don't want to carry on with the study?

You are free to withdraw at any time and without giving a reason. If you choose to withdraw after any of the interviews have taken place, we will ask you if the interview data we have obtained may be kept and used to contribute to the study results or, with your consent, for future studies by us. However, if you request before the end of the study that your or your child's data is destroyed, we will destroy it. If you choose to withdraw, this will not have any impact on the education provided to your child. After the end of the study we will not be able to destroy your data because it will not be identifiable anymore.

Will I be compensated for my involvement?

Your family will be given a £30 voucher as a thank you for taking part, once you have completed the different parts of the study.

Safeguarding

The researchers, Steph Morris (Darlington) and Emma Lawlor (Northstowe) have passed enhanced DBS checks and have experience of working with children and young people. The researcher will only spend time with your child on the journey to school and to talk about the journey to school. All research activities will be arranged with you. Steph/Emma will not enter your home due to COVID-19 University policies.

We will comply with the University of Durham's Safeguarding Children Policy. This says that staff must respond immediately to any allegations or suspicions of harm and inform the relevant contacts in the University. We cannot promise confidentiality in these circumstances and all harm or potential harm to welfare will be reported in the best interests of the child.

Has the study been approved?

The study has been reviewed and approved by the ethics committee of the Department of Anthropology at Durham University.

What information will I receive at the end of the study?

At the end of the study we can send you a summary of the study's findings if you are interested.

Contact Information

Please contact Steph Morris (Darlington) /Emma Lawlor (Northstowe) if you have any questions or concerns about this study:

Email: stephanie.l.morris@durham.ac.uk **Tel:** 07918 481168

Email: emma.lawlor@mrc-epid.cam.ac.uk **Tel:** 01223 769173

Further Information on Confidentiality and Data Protection

What will happen to information about me that is collected during the study?

Information we collect during the study will be kept strictly confidential. We will use the photographs in our analysis and we may use them in reports about our study (unless you ask us not to do that).

All personal data in electronic form will be stored on a password protected computer or secure shared drive, and any paper copies will be kept in locked storage. All interview data and notes we make will be fully anonymised. We will keep a separate secure list of real names matched with participant study numbers and this will be destroyed at the end of the study. We will keep your signed consent form for up to 10 years after we finish collecting data for the study.

Anonymised typed out interviews, photographs you take and notes we make during the research will be shared between the members of the research team at Durham and Cambridge universities, but not with anybody else. This information will be kept for up to 10 years after we finish collecting data for the study. Audio recordings will not be shared between the two universities and will be destroyed at the end of the study. You can find out more about how we use your information

<https://www.dur.ac.uk/ig/>

What is the lawful basis for processing personal data?

Under data protection legislation, we need to tell you the lawful basis we are relying on to process your data. The lawful basis we are relying on is public task: the processing is necessary for an activity being carried out as part of the University's public task, which is defined as teaching, learning and research.

Who is organising and funding the study?

The study is led by Durham University, in collaboration with the University of Cambridge. We are also working closely with the University of Bristol. The study is funded by a grant from the National Institute of Health Research (School for Public Health Research).

Complaints

Please contact Steph Morris if you have any issues with the research. If you are unhappy after contacting her or wish to make a formal complaint, please submit a complaint via the University's Complaints Process. Please see:

<https://www.dur.ac.uk/ges/3rdpartycomplaints/form/>