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Dear Parent / Carer,

Sheffield Hallam University would like to inform you about research taking place at the Woodroffe School, running from October 2018 to March 2019. The research project requires students to complete a short on-line survey that asks their opinion of the Physical Education, physical activity and sport opportunities available to them at school. The survey is being conducted on behalf of Sport England, a Government body which works to encourage as many people in England as possible to become, and remain, physically active.

All data from the study is anonymous, no personally identifiable information is captured, and your child's data will be combined with those of many others and summarized in a report to further protect their anonymity. The survey will be administered once at the beginning of the research and again at the end to document any change in response.

In addition, your child's school may be chosen for further investigation, which will include some small workshops that would take place in school time.

If you do not want your child to participate in the research study, please could you let us know via the school office. Your child will also be required to confirm that they would like to take part in the survey, this will be done by ticking a box on the survey.

Please note that your child's non-participation in the study will not result in any negative influence of participation in comparison to your child's peers. It will mean that they will not participate in the survey and workshops should your child's school be chosen.

If you would like any further information, please see the attached **information** sheet at the end of this letter or please get in contact with Tim Vernon (details below).

Sheffield Hallam University is fully GDPR compliant.

Best wishes,

Tim Vernon  
Senior Research Fellow  
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# Information Sheet

*You have been invited to take part in a research study. Please read this information carefully.*

## **What is research?**

Research is used to find the answer to an important question. We try to answer the question by doing a research study.

## **What is this research about?**

The research involves hearing what you think about your PE lessons, school sport and the opportunities to be active during school using a simple survey that will take about five minutes to complete.

## **Why have you been chosen?**

Your school is one of 40 secondary schools in England that have volunteered to take part in this research between October 2018 and March 2019 when you will complete the survey again.

## **Do you have to take part?**

No. It is up to you and your parent/carer to decide whether or not to take part.

If you **do** decide to take part:

1. Talk about it with your parent/carer. They will have to agree that you can take part.
2. Keep this information sheet.
3. Even if you say “yes” now, you can change your mind at any time, and you don’t have to give a reason.

## **What do you have to do?**

In the near future you will be asked to complete the online survey. Your school may send you this survey via email, text message or just by giving you a link to the website.

You will be asked to input a code that is unique to you, this will be made up of the first three letters of your school name, your year and class number / name and the day of the month that is your birthday.

**For example:**

Woodroffe School = WOO

Year 9 = 9

Class LY= LY

Date of birth 6<sup>th</sup> May = 06

My unique code = WOO9LY06

**What happens next?**

If you do **NOT** want to take part, your parent/carer must let the school office know.

If you are happy to take part, you do not need to do anything until asked to complete the survey at school.

**What if something goes wrong?**

It is unlikely that anything will go wrong. But if you are unsure about anything, then please tell your parent/carer or teacher when completing the survey.

**Can you change your mind about taking part?**

Yes. Taking part in this study is your choice and you can ask to leave the study at any time, and nobody will be unhappy with you.

**Will your participation in the study be kept secret?**

All information collected about you will be kept secret.

**What will happen to the results of the research study?**

The results from this study will help us work out how to provide more opportunity for secondary school students to be active during the school day and how PE lessons can be made better.

Sheffield Hallam University are fully GDPR compliant, the survey has been cleared through both our own ethics committee and the Sport England GDPR process.