

## **Pupil Information Sheet**



Dear Pupil

My name is Pamela Melville I am an Educational Psychologist and often come into your school to meet young people, school staff and parents. I am carrying out a research study with the University of Sheffield and I would like to invite you to take part.

You may remember me because I came to Day One of your conference at 'The XXXX Hotel' recently as part of the 'Our Future Project'. I am looking forward to hearing about your experiences on Day Two and 'The XXXXXX' event.

Before you decide whether you want to take part it is important for you to understand why the research is being done and what it will involve. You can ask questions if there is anything that you don't understand. You can also talk to your parents or carers or Mrs Brumby in school.

**Why are you doing it?** A lot of research has been done which asks teachers about what they think pupils experience of school is like and their relationship and communication with pupils and their parents / carers. I want to talk to you to find out about your experience of school and find out what works well in your school and what about the relationship and communication between teachers, pupils and their families could be different.

**What are you doing?** I would like to talk to you and ask you some questions to find out about your experience of school. I may also come back again in the autumn for a short meeting with you to find out how your experience of school is going then.

**Why me?** You have been chosen because of your participation in the school 'Our Future Project' led by Mrs XXXX.

**Do I have to do it?** No! It is up to you if you want to take part. If you decide that you would like to take part, you will be given this information sheet to keep and you, your parents or carers will sign a form to say it is okay. If you decide that you don't want to take part that is fine. You don't have to.

**What will happen if I decide to take part?** If you decide to take part, I will arrange to come into school and speak to you on your own for no more than one hour. I am interested in hearing about your experiences. You only have to talk about things that you want to.

**How will you record it?** The interview will be recorded using a voice recorder. Only I will listen to this, then I will delete it when I have finished.

**What will you do with the recording?** All of the information collected during the research will be kept confidential. This means that it will not be possible for anyone to know that you have taken part. You will be given a number from the recording when I listen to it which will be colour coded to help me sort out the information that I collect.

**What will happen to the results of the research project?** The research will be published in my doctoral thesis and it is possible that at a later date, it may also be published in a journal article. I will also be feeding back to school about the findings from the interviews with pupils, and parents/ carers that have agreed to take part. In any information published or shared no one will know you took part.

**What if I have questions?** If you have any questions you can contact me: Pamela Melville Educational Psychologist through Mrs XXXX in Inclusion Support.

**What if I am not happy?** You could tell me if you are not happy with something, or your parents or carers or Mrs XXXX. You could also speak to my Research Supervisor at Sheffield University:

Anthony Williams  
School of Education  
The University of Sheffield  
388 Glossop Road  
Sheffield  
S10 2JA

[anthony.williams@sheffield.ac.uk](mailto:anthony.williams@sheffield.ac.uk)

If you decide to take part you will be given a copy of this information to keep and asked to sign a consent form.

Thank you for taking time to read this information.

Yours sincerely,

Pamela Melville

Educational Psychologist

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