Procedure for securing informed consent and ensuring confidentiality

For ESRC funded research project:

**Governing ‘New Social Risks’: The Case of Recent Child Policies in European Welfare States**

**A study of Parenting Support in England** by Mary Daly and Rachel Bray

**Item 1 Participant Information Sheet**

We are staff members of the University of Oxford and are carrying out research on parenting support and related services in England. This research is funded by the Economic and Social Research Council and its main purpose is to ascertain what is happening in the sphere of parent-related services, especially parenting support.

In all we intend to carry out some 40 interviews with people whom we consider as knowledgable about the provision of parenting support in England. These will include people who are involved in decision making about parenting support, people who are involved in delivery or those who are experts in some other respect.

Our goal is to ascertain views and experiences on a range of matters including the idea of parenting support itself, where it came from and how it operates in an English context. In addition to this we are interested in how parenting support is organised within organisations and the characteristics of the parenting-related and other services that are made available.

The interview will last for a maximum of about one hour and a half, and be conducted in a location convenient to the respondent. We will ask people’s permission to record it – for ease of notetaking and also to ensure we get everything that people have to say. We will use the information in writing research reports and papers for the academic and policy communities, and will ensure confidentiality by avoiding the use of personal names or positions of those we interview. Instead we will use anonymous general descriptions (for example ‘senior policy maker’, ‘expert academic adviser’, ‘member of an advocacy organisation’). The information provided will be made anonymous in this way, then stored in a secure place and deleted once we no longer need to use it.

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**Item 2 Procedure for Recording Oral Consent**

Prior to starting the interview, the contents of the above letter will be re-iterated in brief and consent to proceed and to record the interview will be sought using the form below.

**CONSENT FORM FOR INTERVIEWEES**

**Title of Project: Governing ‘New Social Risks’: The Case of Recent Child Policies in European Welfare States (Parenting Support in England)**

 **Please tick box**

|  |  |
| --- | --- |
| 1. I confirm that I have read, and that I understand, the Participant Information Sheet. I have had an opportunity to consider the information, ask questions about the study, and have had these answered satisfactorily. |  |
| 2. I understand that my participation is voluntary and that I am free to withdraw at any time from the interview, without giving any reason. |  |
| 3. I consent to the interview being audio-taped.  |  |
| 4. I understand that any quotations or other results used in writing up the study findings will not be identifiably attributed to me, and I agree to the inclusion of quotations or other results in reports about the study. |  |

**I agree to take part in the study.**

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Participant Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Researcher Date

**Item 4 Procedure for data protection and confidentiality**

All data will be anonymised, with rigorous checks undertaken to identify and remove any ‘special uniques’ in the qualitative interview transcripts and analysis, before they are released to the wider academic community, via the ESRC Data Archive or the ESRC Qualidata Archive, or via the project web sites. Data protection during the analysis phase will include ensuring that a copy of all anonymised data are held on secure central servers.