

Participant Information Sheet

Periods in a Pandemic: how UK period poverty initiatives are managing with Covid-19 related challenges

Research Team: Gemma Williams (Project Lead), Dr Annalise Weckesser, Dr Emma Craddock

We would like to invite you to take part in this qualitative study on how UK based period poverty initiatives and projects are mitigating challenges linked to Covid-19, and how they are continuing to meet the needs of those experiencing period poverty.

Who can take part? Anyone involved in delivering period poverty programmes, or that provides support for those experiencing period poverty, within the UK.

Do I have to take part? It is up to you to decide whether or not to join the study and you are free to withdraw at any time, without giving a reason.

What will happen if I decide to take part? You will be asked to take part in a telephone/online interview that will last approximately 30 minutes, and the interview will be audio-recorded. We can conduct the telephone/online interview at a time that is most convenient to you. We will confirm and record verbal consent (see attached oral consent form) prior to the interview and send you a copy of the consent form for your own record.

What are the possible risks and benefits? We do not anticipate any risks to participants in this study. This study may not directly benefit you personally. Your contribution will be extremely useful in helping to inform current practice, shape policy and develop strategies within the ongoing pandemic crisis (and any future crises), helping to ensure the voices of girls, women and all menstruators are centralised.

How will my anonymity/confidentiality be protected? This project adheres to all current Data Protection Act 2018 guidelines (more details below). All information about you will be handled in confidence. To protect anonymity and confidentiality, audio recordings will be destroyed upon transcription. Transcripts will be anonymised and stored in a secure environment in accordance with Birmingham City University (BCU) Faculty of Health, Education and Life Sciences (HELS) standard operating procedures. In line with current EU General Data Protection Regulations (GDPR) (2018), data containing personal information will be stored securely and separate from the transcripts.

The consent process will allow you to confirm whether you permit the use of your name and your organisation's name to be included in research reports, publications and conference presentations. You can also choose to remain anonymous, if preferred. If you require permission from your line manager, or relevant person within your organisation, prior to taking part; please ensure that you have this in place prior to interview.

What if I want to withdraw from the study after the telephone interview? You are free to withdraw from the study at any time. Due to the nature of this study, you will only be able to withdraw up to the time your interview transcription is analysed.

What if there is a problem? If you have a concern about any aspect of this study, please contact Gemma Williams (gemma.williams@bcu.ac.uk), in the first instance. If you remain concerned or your questions have not been answered, please contact HELS_ethics@bcu.ac.uk.

What will happen to the results of the research study? You will be sent a copy of the final report. The information obtained from this study will be used for reports and publications in medical and health journals and at health and academic conferences.

Who is funding the research? This study is funded by European Social Research Council (ESRC)

Who has reviewed the study? All research undertaken by BCU is reviewed by the HELS Faculty Academic Ethics Committee. This study has been reviewed and given a favourable opinion by the committee.

Data protection and your rights.

BCU is the sponsor for this study. The project co-leads will be using information from you in order to undertake this study and will act as the data controllers for this study. This means that we are responsible for looking after your information and ensuring it is used in accordance with GDPR (2018). We need to manage your information in specific ways in order for the research to be reliable and accurate; your rights to access, change or move your information are limited by this need. To safeguard your rights, we will use the minimum personally-identifiable information possible. The researchers will only use your name and preferred contact details (email, phone or mailing address) to contact you about this study. The only people in BCU who will have access to information that identifies you will be people who need to contact you to report the study findings, those who audit the data collection process, and those who manage data storage and archiving.

BCU will retain evidence of your participation in this study (specifically, the consent form) for three years after the project has been completed, this will be in December 2024. This is in accordance with the University's legal obligations and the time you have to raise any issues or concerns with us about your participation in this study. After this period, BCU will securely destroy this information held about you.

You can find out more about how we use your information by contacting the research team, whose details are available at the end of this information sheet. For more information about how the University processes your personal data for research, please see the University Privacy Statement, available here: <https://www.bcu.ac.uk/about-us/corporate-information/policies-and-procedures/privacy-notice-for-research-participants>

If you have any concerns about how we use or handle your personal data please contact the University's Data Protection Officer:

E: informationmanagement@bcu.ac.uk	T: 0121 331 5288
Address: Data Protection Officer, Information Management Team, Birmingham City University University House, 15 Bartholomew Row, Birmingham, B5 5JU	

You also have the right to complain directly to the Information Commissioner at: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (website: <http://ico.org.uk>).