

On school headed paper

[Date on sending]

Dear parent/carer,

You may remember that we wrote to you before and you kindly signed a consent form to say that your child could be part of a project that the school is doing with the University of Southampton. The project is called **'Using Digital Stories to support children's transitions to their next school or placement'**. The information that you were sent originally is included with this letter as a reminder.

The project involved the children making short videos about themselves ('I am...' Stories) that we have now shared with you (including at our Leavers Assembly) as part of your child's move to their new school.

We feel that this project was very successful in supporting your child to tell us important information about themselves, and for helping staff at the new school to get to know your child.

We promised that we would come back to you to ask for your permission to use and share the videos so that other people can see the benefits of what we did. We felt it was important to do this once you had seen the video which is why we are now writing to you.

We are now asking for your permission:

- To share the video with other professionals who we work with at the school (such as educational psychologists; speech and language therapists) and in the local authority so that they can see how valuable this approach is;
- For the research team to share the video in talks about the research to other researchers and education professionals (such as at conferences and seminars, and in teaching at the University);
- For the research team to share the video on the ACoRNS website to show the work we do together (<https://autismtransitions.org/>);
- For the research team to deposit the video on a secure national database called the UK Data Service (<https://ukdataservice.ac.uk/>) so that other researchers can see the videos too [the research is funded by the UKRI and this is something that they ask us to ask you <https://gtr.ukri.org/projects?ref=ES%2FV005286%2F1>].

You can agree or not agree to any of the above on the next page.

Please let us know your preferences by signing and returning this form to the school in the envelope provided or emailing us to let us know by [DATE] and do contact me if you have any questions [add school contact details here].

You can also contact the researcher Dr Asha Ward at the University of Southampton if you'd like more information: a.i.ward@soton.ac.uk.

Thanks very much

Signed by lead teacher at the school

Project title: Using Digital Stories to support children's transitions to their next school or placement

ERGO number: 62326

Research team: Professor Sarah Parsons, Dr Hanna Kovshoff, Dr Asha Ward & Kate Buckingham

Please initial the box(es) if you agree with the statement(s) [and leave blank if you do not]:

| | Your initials go here ↓ |
|---|-------------------------------|
| I agree that Springwell School can share the 'I am...' Digital Story ['the video'] of my child with other professionals at the school and local authority | |
| I agree that the research team can share the video in talks about the research to other researchers and education professionals (such as at conferences and seminars, and in teaching at the University) | |
| I agree that the research team can share the video publicly on the transitions project website (https://autismtransitions.org/) | |
| I agree for the research team to deposit the video on a secure national database called the UK Data Service (https://ukdataservice.ac.uk/) so that other researchers can see the video too | |

*Name of your child (print name):

*Your name (print name):

*Your contact number/email address:

*Your signature:

Date:

*Please note that we only keep these contact details for our own records and this information will not be shared or used for any other purpose.

Name of researcher (print name):

Signature of researcher:

Date when form received: