**PARTICIPANT INFORMATION SHEET**

**Students’ experiences of Covid-19 (the new Coronavirus)**

You are being invited to take part in some research. Before you decide whether or not to participate, it is important for you to understand why the research is being conducted and what it will involve. Please read the following information carefully.

**What is the purpose of the research?**

We are conducting research into the thoughts and experiences of students during the current Covid-19 situation. The purpose of this study is to better understand these needs and experiences so that students and course providers can be better equipped to meet the experiences of students during the time.

**Who is carrying out the research?**

The data are being collected by Dr Amy Romijn, Dr Luke Jefferies and Dr Rachel Harrad of the Department of Human and Health Sciences at Swansea University. The research has been approved by the College of Human and Health Sciences Research Ethics Committee.

**What happens if I agree to take part?**

You will be asked to complete a series of questions using an online questionnaire. The questions will be about your wellbeing and your experiences of Covid-19. The study should take no more than 30mins.  The online questionnaire will record your consent. Any data produced by the study will be anonymised so that you will not be identifiable.

**Are there any risks associated with taking part?**

The research has been approved by the College of Human and Health Sciences Research Ethics Committee. There are no significant risks associated with participation.

**Data Protection and Confidentiality**

Your data will be processed in accordance with the Data Protection Act 2018 and the General Data Protection Regulation 2016 (GDPR). All information collected about you will be kept strictly confidential. Your data will only be viewed by the researcher/research team.

All electronic data will be stored on a password-protected computer file in a password protected device at a secure location. Your consent information will be kept separately from your responses to minimise risk in the event of a data breach.

Please note that the data we will collect for our study will be made anonymous. This will be done by providing you with a participant number so your student number and name will not be recorded or used in the analyses. Thus it will not be possible to identify and remove your data at a later date, should you decide to withdraw from the study.

**What will happen to the information I provide?**

An analysis of the information will form part of our report at the end of the study and may be presented to interested parties and published in scientific journals and related media. *Note that all information presented in any reports or publications will be anonymous and unidentifiable*.

**Is participation voluntary and what if I wish to later withdraw?**

Your participation is entirely voluntary – you do not have to participate if you do not want to. If you decide to participate, but later wish to withdraw from the study, then you are free to withdraw at any time, without giving a reason and without penalty.

**Data Protection Privacy Notice**

The data controller for this project will be Swansea University. The University Data Protection Officer provides oversight of university activities involving the processing of personal data, and can be contacted at the Vice Chancellors Office.

Your personal data will be processed for the purposes outlined in this information sheet.

Standard ethical procedures will involve you providing your consent to participate in this study by completing the consent form that has been provided to you.

The legal basis that we will rely on to process your personal data will be processing is necessary for the performance of a task carried out in the public interest. This public interest justification is approved by the College of Human and Health Sciences Research Ethics Committee, Swansea University.

The legal basis that we will rely on to process special categories of data will be processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes.

**How long will your information be held?**

Data will be preserved and accessible **for a minimum of 10 years after completion of the research**. Records from studies with major health, clinical, social, environmental or heritage importance, novel intervention, or studies which are on-going or controversial should be retained for at least 20 years after completion of the study. It may be appropriate to keep such study data permanently within the university, a national collection, or as required by the funder’s data policy.

**What are your rights?**

You have a right to access your personal information, to object to the processing of your personal information, to rectify, to erase, to restrict and to port your personal information. Please visit the University Data Protection webpages for further information in relation to your rights.

Any requests or objections should be made in writing to the University Data Protection Officer:-

University Compliance Officer (FOI/DP)

Vice-Chancellor’s Office

Swansea University

Singleton Park

Swansea

SA2 8PP

Email: dataprotection@swansea.ac.uk

**How to make a complaint**

If you are unhappy with the way in which your personal data has been processed you may in the first instance contact the University Data Protection Officer using the contact details above.

If you remain dissatisfied then you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: -

Information Commissioner’s Office,

Wycliffe House,

Water Lane,

Wilmslow,

Cheshire,

SK9 5AF

www.ico.org.uk

**What if I have other questions?**

If you have further questions about this study, please do not hesitate to contact us:

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