

# Participant Information Page

**Care-experienced graduates’ decision-making, choices, and destinations: How does a background of care affect graduate transitions?**

**Dr Zoe Baker**

You are invited to participate in the research project identified above which is being conducted by Dr Zoe Baker – a care-experienced researcher from the Department of Education at the University of York. The project has been funded by The British Academy.

Before agreeing to take part, please read this information sheet carefully and feel free to contact me if anything is unclear, or if you would like further information.

Please also read the information about General Data Protection Regulation (GDPR) which is available here: <https://www.york.ac.uk/education/research/gdpr_information/>

# Why is the research being done?

The overarching aim of the research is to explore and understand care-experienced students’ graduate decision-making, choices, plans and experiences of transitioning out of university. In doing this, it is hoped that a better understanding of care-experienced graduates’ transitions out of university and into employment/further study/other destinations can be achieved.

**What will you be asked to do?**

The research, should you wish to take part, will involve two parts: one to one interviews with me (online or via phone), and an online diary.

***One to one interviews***

You will be invited to participate in a total of three one-to-one interviews with me over an 18-month period (taking place approximately once every six months). You will receive an **Amazon voucher** after each interview as a token of appreciation for your time, with a £10 voucher being issued after your first interview, £5 after the second, and £5 after the third.

It is hoped that the first interview will take place during your final year of your studies, the second approximately six months after graduation, then the final interview at 12 months after graduation. These will be recorded, with your permission, and transcribed by myself and a research assistant – deidentifying, removing and anonymising any information that could be traced back to you.

Each interview will last no longer than 60 minutes, and will be carried out on a date and at a time that suits you. You will be able to choose whether you prefer these to take place online or over the phone.

In the interviews, I will ask a few questions about:

* What you plan to do following the completion of your degree;
* the reasons, motivations and influences informing these plans;
* whether these have changed over time and why;
* your experiences of transitioning out of university and into employment/further study/other destinations.

You are also welcome to request a copy of the questions in advance if you would find this helpful.

***Online diaries***

Should you wish to take part in the research, you will be provided with access to a secure online diary (in Google Docs) to document your decisions, choices and plans for graduation; your reasons, motivations and influences informing these, and your experiences of transitioning out of university and into graduate life. Only you and myself (for analysis purposes) will have access to your online diary.

***What is the purpose of the diary?*** The diary element is used to provide you with a space to record anything relevant to the research in between each of your three one-to-one interviews.

***How much will I need to include, and how often will I need to make entries?*** You can include as little or as much as you like in your online diary over the duration of the research; there is **no** minimum word count and **no** expectation to write in them daily or even weekly (but you can if you would like to!)

***Do I need to write my entries?*** No. You are welcome to record entries in a way that suits you; Google Docs allows you to upload images, and there is also a ‘voice typing’ function should you wish to make entries by voice should you find this easier/faster than typing.

**What are the benefits of participating?**

This study offers you the opportunity to share your views and experiences. Whilst any immediate benefits cannot be promised, you may find the process of speaking about and reflecting on your graduate decisions, choices, plans and experiences useful. Broader potential benefits of the study include a contribution to policy and practice, and increased knowledge of care-experienced graduates’ decisions, choices, plans and experiences of transitioning out of university.

## Participation is voluntary

Participation is your decision and completely voluntary. If you do decide to take part, you will be given a copy of this information sheet for your records and will be asked to complete the attached consent form. If you change your mind at any point during the study, you will be able to withdraw your participation without having to provide a reason up to one month after your final interview. Upon withdrawal, any ***unpublished*** data collected from you (such as your interview and diary data) will be destroyed. Should you wish to withdraw, you can do this by contacting Dr Zoe Baker at [zoe.baker@york.ac.uk](mailto:zoe.baker@york.ac.uk)

## Anonymity and confidentiality

All data will be anonymised during transcription, with any data that could result in you being identified being thoroughly de-identified. For instance, names of individuals (your name, and names of others mentioned in interview/diaries), institutional names (names of universities), employer names (names of organisations, and companies), and locations (names of specific locations, towns or cities) will be replaced with pseudonyms or a descriptive term. The same process will be undertaken for online diary data; diary data will be extracted and anonymised in the same manner as interview transcripts. You will be able to review the transcripts to edit or amend your contributions up to one month after each interview. Diary data will be extracted approximately once every three months for transcription and analysis, and you will be prompted with an opportunity at these times to edit and/or amend these should you wish to do so. When the data collected from you (e.g. audio recordings from the interviews, and diary entries) is stored, a pseudonym (a fictitious name) will be used as a file name.

## Storing your data

Data will be stored on a secure, password protected online server in encrypted files; only the researchers will have access to this information. All data will be fully anonymised and de-identified upon transcription; the original audio files from interview and online diary files will be deleted upon completion of transcription. Consent forms will be stored separately from the data in a password protected online server in an encrypted file which will only be able to be accessed by myself; these will be stored for 10 years, after which they will be disposed of by deleting relevant files.

I ampractising Open Science and **anonymised** data (data that has been thoroughly deidentified and unable to be traced back to you) will be managed professionally and stored indefinitely in an online data repository (the[**ReShare service**](https://reshare.ukdataservice.ac.uk/))for use in future analysis.

**Using your data**

The de-identified (and therefore anonymous) data that I collect via the interviews and online diary entries may be used in online reports, in presentations, and in publications arising from the project. You will not be able to be identified in these. These online reports and publications will be made available to you should you wish to read them. Please indicate on the consent form attached with a tick 🗹 if you are happy for this anonymised data to be used in the ways listed.

***Please note:*** If information is gathered that raises concerns about your safety or the safety of others, the researcher may pass this information on to another person.

**Questions or concerns**

If you have any questions about this information or concerns about how your data is being processed, please feel free to contact Dr Zoe Baker at [zoe.baker@york.ac.uk](mailto:zoe.baker@york.ac.uk) or the Chair of Ethics Committee via email [education-research-admin@york.ac.uk](mailto:education-research-admin@york.ac.uk). If you are still dissatisfied, please contact the University’s Data Protection Officer at [dataprotection@york.ac.uk](mailto:dataprotection@york.ac.uk)

# What do you need to do to participate?

If you would like to participate in the research, or have any questions or concerns before deciding, please contact Dr Zoe Baker at [zoe.baker@york.ac.uk](mailto:zoe.baker@york.ac.uk).

Thank you so much for taking the time to read this information.

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**Consent Form**

**Please tick each box if you are happy to take part in this research.**

|  |  |
| --- | --- |
| **Statement of consent** | **Tick each box** |
| I confirm that I have read and understood the information given to me about the above-named research project and I understand that this will involve me taking part as described above. |  |
| I understand that participation in this study is voluntary and that if I wish to withdraw, I can do so at any time during data collection and up to one month after the final interview without providing a reason. |  |
| I consent to participating in an online diary (in Google Docs) on the understanding that only the researchers will see my original diary contributions and that I may request to review, amend and/or edit the anonymised diary transcripts up to one month after these have been extracted from Google Docs (you will be notified when these are extracted for transcription, which will take place approximately once every 3 months). |  |
| I consent to participating in recorded one-to-one interviews, on the understanding that only the researchers will hear the recording and that I may request to review the anonymised transcripts to edit or amend these up to one month after each interview. |  |
| I understand that my personal information will remain confidential to the researchers. |  |
| I understand that my data will not be identifiable and the **anonymous** data may be used in online reports, publications, and presentations. |  |
| I confirm that I have read the information about GDPR. |  |

**Name:**

**Signature:**

**Date:**