

**Participant Information Sheet: Migrant newcomers in European cities**

The Centre for Trust, Peace and Social Relations at Coventry University, the University of Leuven (Belgium) and the ILS Research Institute for Regional and Urban Development (Dortmund, Germany) are conducting research on how newcomers find help and support in Newham, and how long-established residents in Newham help newcomers.

We want to find out where people get help when they first arrive, and how they find out about services, jobs, housing and education. To do this, we are talking to long-term residents, shopkeepers and service providers (such as librarians and teachers) to find out whether and how they help newcomers, and we are talking to newcomers themselves to find out about how they managed to find information about settlement.

The researcher for this project is Dr. Malte Gembus: [malte.gembus@coventry.ac.uk.](mailto:malte.gembus@coventry.ac.uk.)

She works for Prof. Susanne Wessendorf, who is the project lead: [susanne.wessendorf@coventry.ac.uk](mailto:susanne.wessendorf@coventry.ac.uk)

To find out more, go to: [www.migrantarrival.coventry.ac.uk](http://www.migrantarrival.coventry.ac.uk)

We will use the findings of this study for acadmic publications, and we will pass our findings on to local organisations and service providers who support newcomers so that they can improve their services.

Participation in this study is voluntary, and your answers will be treated confidentially. The information you provide will be kept anonymous in any research outputs/publications. You are free to withdraw your information from the project by contacting Charlie or the project manager Susanne within three months of talking to us.

To keep your data anonyomous we will assign each form a participant identifier number. Please note down your participant number (which is on the Consent Form) and provide this to the lead researcher if you seek to withdraw from the study.Your data will be held securely on the Coventry University server and deleted by 2031. The project has been reviewed and approved through the Research Ethics procedure at Coventry University. There are no significant risks associated with participation. For further information, or if you have any queries, please contact Susanne. If you have any concerns that cannot be resolved through Susanne, please contact Dr. Joel Busher, Faculty Ethics Governence Leader, Centre for Trust, Peace & Social Relations, Tel +44 (0) 24 7765 1182; Email [ab8218@coventry.ac.uk](mailto:ab8218@coventry.ac.uk)

Overleaf, you can find more details regarding data protection.

Many thanks for participating in this study!

Susanne Wessendorf (Professor of Social Anthropology)

Charlie Rumsby (Research Fellow)

**Data Protection and Confidentiality**

Your data will be processed in accordance with the Data Protection Act 1998 (up until 24th May 2018) and the General Data Protection Regulation 2016 (GDPR) thereafter. All information collected about you will be kept strictly confidential. Unless they are anonymised in our records, your data will be referred to by a unique participant number rather than by name. If you consent to being audio recorded, all recordings will be destroyed once they have been transcribed. Your data will only be viewed by the researcher/research team. Anonymised data may be shared with the research team in Belgium and Germany. All electronic data will be stored on a password-protected computer file. All paper records will be stored in a locked filing cabinet. Your consent information will be kept separately from your responses in order to minimise risk in the event of a data breach. The lead researcher will take responsibility for data destruction and all collected data will be destroyed on or before 31st August 2033.

**International Data Transfers**

Your anonymised data may be stored and processed in Belgium and Germany. Please note countries outside of the European Economic Area may not offer the same level of data privacy protection as in the UK.

**Data Protection Rights**

Coventry University is a Data Controller for the information you provide. You have the right to access information held about you. Your right of access can be exercised in accordance with the General Data Protection Regulation thereafter. You also have other rights including rights of correction, erasure, objection, and data portability. For more details, including the right to lodge a complaint with the Information Commissioner’s Office, please visit [www.ico.org.uk](http://www.ico.org.uk). Questions, comments and requests about your personal data can also be sent to the University Data Protection Officer - [enquiry.ipu@coventry.ac.uk](mailto:enquiry.ipu@coventry.ac.uk)

**What will happen with the results of this study?**

The results of this study may be summarised in published articles, reports and presentations. Quotes or key findings will always be made anonymous in any formal outputs unless we have your prior and explicit written permission to attribute them to you by name.

**Making a Complaint**

If you are unhappy with any aspect of this research, please first contact the lead researcher, Susanne Wessendorf. If you still have concerns and wish to make a formal complaint, please write to Dr. Joel Busher, Faculty Ethics Governence Leader, Centre for Trust, Peace & Social Relations, Tel +44 (0) 24 7765 1182; Email [ab8218@coventry.ac.uk](mailto:ab8218@coventry.ac.uk)

In your letter please provide information about the research project, specify the name of the researcher and detail the nature of your complaint.