# **Information sheet for participants**

# **School of Law template**

You are invited to take part in [name] research study. This information sheet tells you about the research and what participation will involve. Please take some time to read it carefully. The researcher(s) will be happy to discuss this with you and answer any questions before you decide whether to participate.

**Who is carrying out the research?**

* Name, affiliation of researcher(s)
* Degree in relation to which research is being conducted (if researcher is a student)
* Details of funder, if applicable

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

* Aims and objectives of the research
* Other relevant background information

**Why have I been invited to take part?**

* Relevance of participant’s circumstances/experiences/professional role/expertise to the research

**Do I have to take part in the research?**

* Explain voluntary nature of participation
* Date until which participant can withdraw their data

**What does taking part involve?**

* Type and mode of data collection
* Content (eg indication of questions to be asked in interview)
* Time commitment

**What are the benefits of taking part? What might be difficult about taking part?**

* Potential benefits of participation to individual participant
* Wider benefits of research
* Risks associated with participation (eg arising from discussion of sensitive or distressing issues), and how these will be mitigated

**Will my participation in the research be confidential?**

* Arrangements for ensuring confidentiality (including through anonymisation of data)
* Circumstances in which confidentiality may be breached (eg where there are safeguarding concerns)

**What will you do with the information you collect?**

* Arrangements for recording, transcription etc (as applicable)
* Storage, retention and disposal of data, including personal data and anonymised raw data
* Any proposed data archiving

**What will happen to the results of the research?**

* Plans for publication and dissemination of findings

**What do I do if I have questions or concerns about my involvement in the research?**

If you have any questions or concerns, you can contact:

* Name, email address of lead researcher
* Name, email address of supervisor (if applicable)
* Name, email address of School Research Ethics Officer

You also have the right to submit a complaint to the [Information Commissioner’s Office](https://ico.org.uk/).