



**Application for Ethical Approval of Research Involving Human Participants**

This application form should be completed for any research involving human participants conducted in or by the University. 'Human participants' are defined as including living human beings, human beings who have recently died (cadavers, human remains and body parts), embryos and foetuses, human tissue and bodily fluids, and human data and records (such as, but not restricted to medical, genetic, financial, personnel, criminal or administrative records and test results including scholastic achievements). Research should not commence until written approval has been received (from Departmental Research Director, Faculty Ethics Committee (FEC) or the University's Ethics Committee). This should be borne in mind when setting a start date for the project.

Applications should be made on this form, and submitted electronically, to your Departmental Research Director. A signed copy of the form should also be submitted. Applications will be assessed by the Research Director in the first instance, and may then passed to the FEC, and then to the University's Ethics Committee. A copy of your research proposal and any necessary supporting documentation (e.g. consent form, recruiting materials, etc) should also be attached to this form.

A full copy of the signed application will be retained by the department/school for 6 years following completion of the project. The signed application form cover sheet (two pages) will be sent to the Research Governance and Planning Manager in the REO as Secretary of the University's Ethics Committee.

1. Title of project:

The Further Education Classroom: Where Worlds Collide

2. The title of your project will be published in the minutes of the University Ethics Committee. If you object, then a reference number will be used in place of the title.  
Do you object to the title of your project being published? No X

3. This Project is:  Staff Research Project  **Student Project**

4. Principal Investigator(s) (students should also include the name of their supervisor):

Name:	Department:
Carlene Cornish (PhD student)	Sociology
Dr Darren Thiel	Supervisor

5. **Proposed start date:** September 2013

6. **Probable duration:** June 2014

7. Will this project be externally funded? Yes  / No   
If Yes, Colchester Institute College

8. What is the source of the funding?



Towards tuition fees.

9. If external approval for this research has been given, then only this cover sheet needs to be submitted  
External ethics approval obtained (attach evidence of approval) Yes  / **No X**

**Declaration of Principal Investigator:**

The information contained in this application, including any accompanying information, is, to the best of my knowledge, complete and correct. I/we have read the University's *Guidelines for Ethical Approval of Research Involving Human Participants* and accept responsibility for the conduct of the procedures set out in this application in accordance with the guidelines, the University's *Statement on Safeguarding Good Scientific Practice* and any other conditions laid down by the University's Ethics Committee. I/we have attempted to identify all risks related to the research that may arise in conducting this research and acknowledge my/our obligations and the rights of the participants.

Signature(s): .C.Cornish.....

Name(s) in block capitals: CARLENE CORNISH .....

Date: 07 June 2013.....

**Supervisor's recommendation (Student Projects only):**

I have read and approved both the research proposal and this application.

Supervisor's signature: .....

**Outcome:**

The Departmental Director of Research (DoR) has reviewed this project and considers the methodological/technical aspects of the proposal to be appropriate to the tasks proposed. The DoR considers that the investigator(s) has/have the necessary qualifications, experience and facilities to conduct the research set out in this application, and to deal with any emergencies and contingencies that may arise.

This application falls under Annex B and is approved on behalf of the FEC

This application is referred to the FEC because it does not fall under Annex B

This application is referred to the FEC because it requires independent scrutiny

Signature(s): .....

Name(s) in block capitals: .....

Department: .....

Date: .....

The application has been approved by the FEC

The application has not been approved by the FEC

The application is referred to the University Ethics Committee

Signature(s): .....

Name(s) in block capitals: .....

Faculty: .....

Date: .....

## Details of the Project

1. **Brief outline of project** (This should include the purpose or objectives of the research, brief justification, and a summary of methods. It should be approx. 150 words in everyday language that is free from jargon).

This study will examine the notion of challenging behaviour and how to manage disruptive student interactions in the further education sector. A literature search signaled a gap in academic knowledge on how to manage college student behaviour in the classroom. I believe that this research is necessary, especially given that the government has since raised the School Participation Age. Thus by 2015, education will be compulsory for students until they are 18 years old. Consequently, college lecturers now have to manage this transition and teach in an environment whereby the students could either embrace, or resist this shift in education policy. This study will therefore seek to address this gap in academic research, with a view to discover more specific and age-appropriate strategies in response to the display of challenging behaviour in the college environment. This research will also focus on the emotional aspect of teaching, a neglected research on this notion of the college lecturer's unspoken, dormant thoughts, actions and words regarding challenging behaviour in the classroom. Classroom observations, semi-structured interviews, reflective diaries and focus student group discussions will be the data collection tools for the study.

## Participant Details

2. Will the research involve human participants? (indicate as appropriate)

Yes

No

3. Who are they and how will they be recruited? (If any recruiting materials are to be used, e.g. advertisement or letter of invitation, please provide copies).

This is a small ethnographic study that will focus on 2 classes on 2 different campuses attached to one large further education sector. It is anticipated that a staff email/ letter will be sent out to invite college lecturers and Faculty Heads to participate in this study with a view to gain nominations for two student groups on a particular course. All the college lecturers teaching these two classes will be observed and interviewed. The lecturer will subsequently conduct classroom observations for a 3 month period, followed by the semi-structured interviews. A focus group of at least 7 students from each group will be established from the students that volunteer in the class to be part of research study.

Will participants be paid or reimbursed?

No.

4. Could participants be considered:
- (a) to be vulnerable (e.g. children, mentally-ill)?
- (b) to feel obliged to take part in the research?

Yes / No

Yes / No

If the answer to either of these is yes, please explain how the participants could be considered vulnerable and why vulnerable participants are necessary for the research.

I intend to undertake this research in my place of employment, but on two different sites. College students are vulnerable by virtue of age and the organization thus has a duty of care to safeguard their well-being. The students are necessary as they play an equally important role in providing insight into classroom behavior and how the lecturer manages student misbehavior in the classroom. Given the organisation's safeguarding policy, there will be an expectation that the researcher will not be left on her own with students in the classroom. However, given that the researcher herself is an employee and one of the Safeguarding officers within the organisation, it can negate this safeguarding issue to an extent.

### **Informed Consent**

5. Will the participant's consent be obtained for involvement in the research orally or in writing? (If in writing, please attach an example of written consent for approval):

Yes

No

How will consent be obtained and recorded? If consent is not possible, explain why.

Oral consent from the research participants will be sufficient for the study to be undertaken. However, written consent will be requested from the Research Committee at the college before the fieldwork is conducted.

Please attach a participant information sheet where appropriate.

### **Confidentiality / Anonymity**

6. If the research generates personal data, describe the arrangements for maintaining anonymity and confidentiality or the reasons for not doing so.

For this research study, participation in the research project will be on the basis of informed consent. Participation will be on a voluntary basis, with rights of withdrawal at any time.

As mentioned previously, I intend to conduct this research at my place of employment, a local vocational training college. Given the scope of the educational institution, the organisation and participants could be identified even though the report is confidential. However, I will do my utmost to provide total anonymity to prevent the institution from being identified.

This research will be conducted in a sector and in an organisation that is familiar to the researcher, which could result in conflict of interest and thus influence how the research study would be conducted. To counter this factor, the study will be primarily conducted on two campuses unfamiliar to the researcher, where she would be anonymous to both students and lecturers. Consequently, research findings will be reported in an objective manner.

## Data Access, Storage and Security

7. Describe the arrangements for storing and maintaining the security of any personal data collected as part of the project. Please provide details of those who will have access to the data.

Copies of the report at any stage will be available to research participants upon request. Information will be stored on my personal computer and the data on the PC will be password protected.

The report will be available for all employees. Data, once given to the researcher, will belong to the researcher for the compilation of this report, and may not be used in any way to publicly identify the organisation involved.

It is a requirement of the Data Protection Act 1998 to ensure individuals are aware of how information about them will be managed. Please tick the box to confirm that participants will be informed of the data access, storage and security arrangements described above. If relevant, it is appropriate for this to be done via the participant information sheet

Further guidance about the collection of personal data for research purposes and compliance with the Data Protection Act can be accessed at the following weblink. Please tick the box to confirm that you have read this guidance ([http://www.essex.ac.uk/records\\_management/policies/data\\_protection\\_and\\_research.aspx](http://www.essex.ac.uk/records_management/policies/data_protection_and_research.aspx))

## Risk and Risk Management

8. Are there any potential risks (e.g. physical, psychological, social, legal or economic) to participants or subjects associated with the proposed research?

Yes

No

If Yes,

Please provide full details and explain what risk management procedures will be put in place to minimise the risks:

9. Are there any potential risks to researchers as a consequence of undertaking this proposal that are greater than those encountered in normal day-to-day life?

Yes  No

If Yes,

Please provide full details and explain what risk management procedures will be put in place to minimise the risks:

10. Will the research involve individuals below the age of 18 or individuals of 18 years and over with a limited capacity to give informed consent?

Yes  No

If Yes, a criminal records disclosure (CRB check) within the last three years is required.

Please provide details of the "clear disclosure":

Date of disclosure: January 2009

- Type of disclosure: Enhanced CRB – though this CRB check extends the three year period as mentioned in section 10, due to the nature of my role as college lecturer, safeguarding officer and social work trained child protection officer, there has been no need for a renewal of CRB disclosure, as any offending behaviour of any nature would have resulted in the termination of my employment with college.

Organisation that requested disclosure: Colchester Institute

11. Are there any other ethical issues that have not been addressed which you would wish to bring to the attention of the Faculty and/or University Ethics Committees

None