



Alex Timpson Attachment and Trauma Programme in Schools

Dear parent/carer/guardian,

Your school is taking part in the Alex Timpson Attachment and Trauma Programme. This is a national programme that provides training to improve support for young people who struggle at school because of their behaviour. The **Rees Centre**, at the University of Oxford, is working with pupils and staff to explore if this training is making a difference.

All pupils from some school years have been selected to take part in an annual survey, which will involve completing a short online questionnaire. The survey asks about experiences at school and what helps young people to learn. The questions are asked in a way that is appropriate for children's age. The survey is anonymous, meaning that we will not know what answers pupils give.

The survey will be carried out under the supervision of school staff, who will explain what the survey is about, that pupils do not have to complete it if they do not want to, and they can skip any questions they do not want to answer.

We hope that you are happy for your child/foster child to join the 1,000s of pupils who have already taken part in this important research. **If you are happy for him/her to do the survey, no further action is needed.** If you do not want your child/foster child to take part, please return the attached form to the school.

More information about the study is provided below and at:

<http://www.education.ox.ac.uk/research/the-alex-timpson-attachment-and-trauma-programme-in-schools/>

If you have any questions please talk to the school or contact the research team at timpsonprogramme@education.ox.ac.uk or 01865 274 050.

I would like to thank you in advance for your support with this important programme.

Dr Neil Harrison

Deputy Director of the Rees Centre and Associate Professor
Department of Education, University of Oxford

Frequently asked questions

Does my child/foster child have to take part in the survey?

Taking part is voluntary. Your child/foster child or school will not be affected if they do not do the survey.

Who will have access to the survey answers?

Qualtrics is the platform we use to collect anonymized survey answers, meaning that survey answers are not linked to your child/foster child's name when they are collected by Qualtrics and then passed on to us. Qualtrics' privacy notice can be found here:

<https://www.qualtrics.com/privacy-statement/>

The anonymized survey responses will also go to the University of Exeter to contribute to a national study on young people's well-being. Information about this study can be found here:

<http://medicine.exeter.ac.uk/hifams/>

Responsible members of the University of Oxford may be given access to anonymized survey answers to monitor the study.

How will the survey be used?

The survey will provide important information on how we can do things better in schools. It will identify better training and support for staff, and could influence how money is spent.

Who is involved in the research?

The evaluation is directed by Neil Harrison, Deputy Director of the Rees Centre and Associate Professor at Oxford University, and is funded by the Alex Timpson Trust.

The study has been approved by the Department of Education Research Ethics Committee at the University of Oxford, reference number ED-CIA-18-110.

Data Protection

The survey answers will be kept for at least seven years after completion of the study, and then securely disposed of. Research is a task that we perform in the public interest in compliance with General Data Protection Regulation and associated data protection legislation. For more information, see:

<http://www.admin.ox.ac.uk/councilsec/compliance/gdpr/individualrights/>

If you have any concerns, comments or complaints about the study

Contact the Director of the Rees Centre, Dr Lisa Holmes (lisa.holmes@education.ox.ac.uk or phone 01865 274050). We will get back to you within 10 working days and explain how we intend to deal with your concern. If you are still unhappy or wish to make a formal complaint about this study, please contact the Department of Education Research Ethics Committee at the University of Oxford who will try to sort out the matter:

- E-mail: research.office@education.ox.ac.uk
- Address: 15 Norham Gardens, Oxford, OX2 6PY.

OPT-OUT FORM

If you **DO NOT** want your child/foster child to participate in the survey described above, please fill in the form below and return it to the school by dd/mm/yyyy [insert giving minimum of 7 days notice].

If we do not receive an opt-out form from you by this date, your child/foster child will be invited to take part in the survey described above.

I DO NOT give permission for my child/foster child to complete the questionnaire about the school.

Name of young person: _____

Name of young person's class/ teacher: _____

Name of parent/carer/guardian: _____

Signature: _____ Date: _____