

Telephone: +64 3 [Your phone number]

Email: [Your email address]



[Title of Your Project]

## Consent Form for [state who it is for – e.g. teachers]

*Include a statement in age appropriate language regarding each of the following:*

A full explanation of this project has been provided and the participant has been given an opportunity to ask questions.

The participant understands what is required of them if they agree to take part in the research.

The participant understands that their participation is voluntary and they may withdraw at any stage without penalty.

The participant understands that any information or opinions they provide will be kept confidential to the researcher (state who else may have access to the data, if appropriate) and that any published or reported results will not identify the participant (or their institution, etc, if appropriate).

The participant understands that all data collected for the study will be kept in locked and secure facilities and/or in password protected electronic form and will be destroyed after five years.

The participant understands the risks associated with taking part and how they will be managed.

The participant understands that they are able to receive a report on the findings of the study (it may be appropriate to provide a space for email or postal details below for this purpose).

The participant understands that they can contact the researcher (or supervisor) for further information.

The participant understands they can contact the Chair, University of Canterbury Educational Research Human Ethics Committee, if they have any complaints.

*Provide a space for the participants name, the date, signature, and (e-)address to send a report of the findings.*

*Indicate where, how and by when participants should return the consent form.*

[Your name]

**Note: You may find it helpful to refer to the examples of completed information letters and consent forms on the ERHEC website.**

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