

PARTICIPANT INFORMATION SHEET

Climate change and sustainability education in different organisational and educational settings

About the project

The Sheffield Institute of Education (SIOE) at Sheffield Hallam University is carrying out research into how different educational settings are undertaking climate change and sustainability education in response to the Department for Education's Climate Change and Sustainability policy by looking at:

- different types of school settings (primary, secondary and SEND)
- different organisational systems, for example local authorities and Multi Academy Trusts

The aims of this research study are to:

- identify the reasons for undertaking climate education within different settings
- develop an understanding of the levers, challenges and benefits of undertaking this work in different settings to identify similarities and differences in approach.

To do this, SIOE staff will be carrying out focus groups, interviews and a survey with teachers, school leaders and staff of local authorities and Multi Academy Trusts.

All data collection and analysis will be carried out by experienced researchers from SIOE.

Do I have to take part in the research?

Participation in interviews and/or surveys is voluntary. If you are asked to take part in a focus group or interview that is recorded, we will ask you to complete a consent form before the focus group or interview. At the beginning of the survey you will be asked to confirm that you have read this project information sheet and

our privacy notice, and consent to participating and your data being collected and processed as outlined in the information documents. By completing the survey, you will be agreeing to your data being used in an anonymised form in reporting.

You can withdraw your data, or any part of it, from any of the data collection methods, up to three weeks after it has been collected. After this point it will be used to create a case study. If you wish to withdraw your data, please contact the project team (contact details below).

Will I be identifiable?

Your data will be stored securely. However, in order to create organisation specific case studies, school/organisation names will be used including contextualised information. Case studies will be published on a SHU blog and website to showcase best practice in climate education. No confidential information will be shared in case studies.

How will my data be protected?

All digital data will be stored in secure, password-protected computers in Sheffield Hallam University. Paper-based data will be stored in locked cupboards within secure offices. Any transfer of data will use secure portals.

SHU undertakes research as part of its function for the community under its legal status. Data protection allows us to use personal data for our work with appropriate safeguards in place under the legal basis of public tasks that are in the public interest. A full statement of your rights can be found at: [SHU privacy notice for research participants](#).

The privacy notice sets out in more detail how your data will be used and protected in this project. The privacy notice can be found on the [project website](#).

PARTICIPANT INFORMATION SHEET

Climate change and sustainability education in different organisational and educational settings

Data to be collected

			School leaders and teachers	Staff, partners and participants of organisations
Interviews/ focus groups	School leaders, teachers and staff from professional education organisations may be asked to take part in in-person, telephone or online interviews to gather information on their opinions about climate change and sustainability education in their setting.	Interviews will be carried out by an experienced researcher from SIOE. Interviews should take no more than 45 minutes. With permission, these will be recorded using an audio recorder or online and may be transcribed.	X	X
Photo and images	Images that enhance the case studies, showing examples of climate change education taking place	Photos/images that are already in the public domain via websites/social media. Express permission will be sought to use in case studies via permission form.	X	X

PARTICIPANT INFORMATION SHEET

Climate change and sustainability education in different organisational and educational settings

Contact details

If you have any queries about the information provided here please contact the project team:

Lee Jowett (Principal Investigator)

Climate Change and Sustainability Fellow

Sheffield Institute of Education

Sheffield Hallam University, S1 1WB

L.Jowett@shu.ac.uk

All University work of this nature is reviewed to ensure that participants are treated appropriately and their rights respected.

This work was approved by the University Ethics Committee. Further information can be found at Sheffield Hallam University's [ethics and integrity webpage](#).

For any concerns about Sheffield Hallam University:

You should contact the SHU Data Protection Officer if:

- you have a query about how your data is used by the University
- you would like to report a data security breach (e.g. if you think your personal data has been lost or disclosed inappropriately)
- you would like to complain about how the University has used your personal data

You should contact the SHU Head of Research Ethics (Dr Mayur Ranchordas - ethicssupport@shu.ac.uk) if:

- you have concerns with how the research was undertaken or how you were treated

Postal address: Sheffield Hallam University, Howard Street, Sheffield S1 1WB

Telephone: 0114 225 5555; Email: DPO@shu.ac.uk