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Participant Information Letter

Project title: Researching Partners in Literacy and Numeracy (PLaN WA)

Approval Number: 2020-01239-WINN

Principal Investigator: Associate Professor Nicola Johnson

An invitation to participate in research – phase 2

You are invited to participate in one focus group interview to further our research in a project titled Researching Partners in Literacy and Numeracy (PLaN WA). You will be asked some questions about the PLaN program and your involvement in it. Your responses will be kept confidential. You are being asked to take part in this project because you have volunteered to be involved in PLaN.

Please read this information carefully. Ask questions about anything that you do not understand or want to know more about. Before deciding whether to take part, you might want to talk about it with a relative or friend.

What is this project about?

We are interested in understanding the effectiveness of the Partners in Literacy and Numeracy (PLaN) program. We are exploring how the service-learning approach of PLaN contributes to pre-service teachers' identity, literacy, numeracy, teaching confidence and competence.

What does my participation involve?

Your participation in this research project will involve being involved in a ½ hour on campus focus group interview which will ask you to reflect on how the Service Learning approach of PLaN contributes to Pre-Service Teachers teacher identity, literacy, numeracy, teaching confidence and competence. These sessions will be audio recorded and pizzas will be offered by way of thanks.

Do I have to take part in this research project?

Your participation in this research project is voluntary and your decision will be respected. If you do not wish to take part, you do not have to. Your decision will not affect your relationship with ECU, your school, or staff in the School of Education, nor your participation in the PLaN program.

Once you have participated in the focus group interview, the audio recordings will be transcribed, your information will be deidentified and you will not be able to withdraw from the study.

If you do decide to take part, you will be given this Participant Information Letter to keep and asked to sign a consent form.

Your privacy

By signing the consent form you consent to the research team collecting and using personal information about you. Any information obtained in connection with this research project that can identify you will remain confidential. The privacy and confidentiality of participants is assured. Information that identifies anyone will be removed from the data collected. The data will be retained in a dedicated secure storage facility that was established under the

guidance of the ECU Records and Archives Management Service and accords with all legal and policy requirements of the University. Electronic data will be stored, then archived after the project is completed, on ECU's secure digital storage facility. Access will be restricted to the research team (the chief investigator and approved co-investigators, and ECU's record management team). The data will be stored for a minimum period of 7 years, after which it will be disposed of in accordance with the requirements of the WA University Sector Disposal Authority (WAUSDA).

It is anticipated that the results of this research project will be published and/or presented in a variety of forums. In any publication and/or presentation, information will be provided in such a way that you cannot be identified. The data will be used only for this project and will not be used for any other purposes. It is intended that the findings of this study will be written up as journal papers/book chapters, presented at conferences and shared as oral/visual presentations.

Possible Benefits

We cannot guarantee or promise that you will receive any benefits from this research, however possible benefits may include better self-efficacy. This research may not provide benefit to you personally, but may provide benefits for other pre-service teachers in the future.

Possible Risks and Risk Management Plan

There is negligible risk involved in these focus group interviews. If you do not wish to answer a question, you may skip it and go to the next question, or you may stop immediately. If you become upset or distressed as a result of your participation in the research project, the research team will be able to arrange for counselling or other appropriate support.

What happens when this research study stops?

We intend to publish our results in research journals and present them at research conferences locally, nationally and internationally. Your name or any other identifying information will not be included in any of the publications or presentations.

Has this research been approved?

This research project has received the approval of Edith Cowan University's Human Research Ethics Committee, in accordance with the National Health and Medical Research Council's *National Statement on Ethical Conduct in Human Research (2007)*. The approval number is 2020-01239-WINN.

Contacts

If you would like to discuss any aspect of this project, please contact the following people.

Chief Investigator

Associate Professor Nicola Johnson
Edith Cowan University
E: plan@ecu.edu.au

If you have any concerns or complaints about the research project and wish to talk to an independent person, you may contact:

Independent Person

Research Ethics Support Officer
Edith Cowan University
P: 6304 2170
E: research.ethics@ecu.edu.au

If you wish to participate in this research, please sign and return the **Consent Form** via email to plan@ecu.edu.au or bring it on the day to the focus group.

Sincerely,

Associate Professor Nicola Johnson

Chief Investigator