** Parent/Guardian Information Sheet**

**The title of the research project**

An Exploration into whether social media enhances or hinders athlete performance

**Invitation to take part**

Your Son/Daughter/Legal Ward/Child has been invited to take part in a research project. Before you decide it is important for your Son/Daughter/Legal Child/ Ward to understand why the research is being done and what it will involve. Please take time to read the following information carefully and discuss it with others if you wish. Ask us if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part.

**What is the purpose of the project?**

The purpose of this project is to gain an understanding between different age groups to whether or not social media has a positive or negative effect on both general mental health and athletic sport performance. This data will be used as examples to back up points made within a dissertation research paper.

**Why has my daughter/son/legal ward/child** **ward been chosen?**

Your son/daughter/legal ward/child have been chosen due to yourself being a high performance athlete that experiences social media use surrounding your individual and team performance.

**Does my daughter/son/legal ward/child** **have to take part?**

It is up to you to decide whether or not your daughter/son/legal ward/child takes part. If you do decide that your daughter/son/legal ward/child can take part, you will be given this information sheet to keep and be asked to sign a parent agreement form. We also ask your daughter/son/legal ward/child to agree to take part. We want you to understand what your daughter/son/legal ward/child’s participation involves before you make a decision on whether or not they can participate.

If you or any family member have an on-going relationship with BU or the research team, e.g. as a member of staff, as student or other service user, your decision on whether or not your daughter/son/legal ward/child takes part (or continues to take part) will not affect this relationship in any way.

**Can my daughter/son/legal ward/child change their mind about taking part?**

Yes, your daughter/son/legal ward/child can stop participating in the study activities at any time and without giving a reason.

**If my daughter/son/legal ward/child changes their mind, what will happy to their information?**

After your daughter/son/legal ward/child decides to withdraw from the study, we will not collect any further information from or about them.

As regards to the information we have already collected before this point, their rights to access, change or move their information are limited. This is because we need to manage their information in specific ways in order to the research to be reliable and accurate. Further explanation about this is in the Personal Information section below.

If you wish, data collected will not be erased, however, any personal information given (if applicable) can be erased at any time.

**What would taking part involve?**

You will be required to answer 5 questions involving the use of social media and the positives and negatives that it brings for both day to day life and your own sporting performance. This will not be timed or video recorded, only written answers and voice recordings will be taken.

**What are the advantages and possible disadvantages or risks of taking part?**

Whilst there are no immediate benefits for those people participating in the project, it is hoped that this work will provide insight to other people of similar backgrounds to yourself on the positives and negatives of social media related to sporting performance. Your answers will be extremely informative to both readers and the quality of the papers research.

Whilst we do anticipate any risks to your daughter/son/legal ward/child in taking part in this study, you/they may withdraw any personal information from the data at any time after this interview.

**What type of information will be sought from my daughter/son/legal ward/child** **and why is the collection of their information relevant for achieving the research project’s objectives?**

The topic of this paper is about how social media directly effects athlete performance. The type of information gathered from your daughter/son/legal ward/child will involve personal experiences as a result of social media being a factor in both your daily and performance lifestyle. Your daughter/son/legal ward/childs answers will be extremely informative to both readers and the quality of the papers research and will relate to a number of topics involving social media and mental health.

**Will my daughter/son/legal ward/child** **be recorded, and how will the recorded media be used?**

No video recordings will take place during this interview, however a voice recording will be required as proof of interview. This will be used solely for proof of interview and will not be displayed anywhere at any time. Your **daughter/son/legal ward/childs** answers will only be displayed in written form within the research paper.

**How will my daughter/son/legal ward/child’s** **information be managed?**

Bournemouth University (BU) is the organisation with overall responsibility for this study and the Data Controller of your daughter/son/legal ward/child’s personal information, which means that we are responsible for looking after their information and using it appropriately. Research is a task that we perform in the public interest, as part of our core function as a university.

Undertaking this research study involves collecting and/or generating information about your daughter/son/legal ward/child. We manage research data strictly in accordance with:

* Ethical requirements; and
* Current data protection laws. These control use of information about identifiable individuals, but do not apply to anonymous research data: “anonymous” means we have either removed or not collected any pieces of data or links to other data which identify a specific person as the subject or source of a research result.

BU’s [Research Participant Privacy Notice](https://www.bournemouth.ac.uk/about/governance/access-information/data-protection-privacy/research-participant-privacy-notice) sets out more information about how we fulfil our responsibilities as a data controller and your daughter/son/legal ward/child’s rights as an individual under the data protection legislation. We ask you to read this Notice so that you can fully understand the basis on which we will process your daughter/son/legal ward/child’s personal information.

Research data will be used only for the purposes of the study or related uses identified in the Privacy Notice or this Information Sheet. To safeguard your daughter/son/legal ward/child’s rights in relation to their personal information, we will use the minimum personally-identifiable information possible and control access to that data as described below.

*Publication*

Your daughter/son/legal ward/child will not be able to be identified in any external reports or publications about the research without your specific consent\*. Otherwise their information will only be included in these materials in an anonymous form, i.e. they will not be identifiable.

*Security and access controls*

BU will hold the information we collect about your daughter/son/legal ward/child in hard copy in a secure location and on a BU password protected secure network where held electronically.

Personal Information which has not been anonymised will be accessed and used only by appropriate authorised individuals and when this is necessary for the purposes of the research or another purpose identified in the Privacy Notice. This may include giving access to BU staff or others responsible for monitoring and/or audit of the study, who need to ensure that the research is complying with applicable regulations.

*Sharing and further use of your daughter/son/legal ward/child’s personal information*

As well as BU staff [and the BU student(s)] working on the research project, we may also need to share your daughter/son/legal ward/child’s personal information in non-anonymised for with [insert details or any third parties who may need to access the data and why e.g. external organisation(s) such as external collaborators, transcription services and funders.] [Reference possible audit by NHS trust if conducting medical research.]

*Further use of your daughter/son/legal ward/child’s information*

The information collected about your daughter/son/legal ward/child may be used in an anonymous form to support other research projects in the future and access to it in this form will not be restricted. It will not be possible for your daughter/son/legal ward/child to be identified from this data. Anonymised data will be added to BU’s [Data Repository](https://research.bournemouth.ac.uk/research-environment/research-data-management/) (a central location where data is stored) and which will be publicly available.

*Keeping your daughter/son/legal ward/child’s information if they withdraw from the study*

If your daughter/son/legal ward/child withdraws from active participation in the study we will keep information which we have already collected from or about them, if this has on-going relevance or value to the study. This may include their personal identifiable information. As explained above, their legal rights to access, change, delete or move this information are limited as we need to manage their information in specific ways in order for the research to be reliable and accurate. However, if you have concerns about how this will affect your daughter/son/legal ward/child personally, you can raise these with the research team when your daughter/son/legal ward/child withdraws from the study.

You can find out more about their rights in relation to their data and how to raise queries or complaints in our Privacy Notice.

*Retention of your daughter/son/legal ward/child’s data*

Project Governance documentation, including copies of the signed parent/guardian agreement forms and assent form: we keep this documentation for a long period after completion of the research, so that we have records of how we conducted the research and who took part. The only personal information in this documentation will be your name and signature and that of your daughter/son/legal ward/child. We will not be able to link this to any anonymised research results.

Research Results:

This research is being carried out as part of the coursework for a degree awarded by BU. We will keep your daughter/son/legal ward/child personal information in identifiable form until after the assessment and award of the degree.

You can find more specific information about retention periods for personal information in our Privacy Notice.

We keep anonymised research data indefinitely, so that it can be used for other research as described above.

*Further guidance - to be deleted, do not include in final version*

\* In some circumstances, the nature of the research will make it difficult to safeguard anonymity of data, which should be explained to the parents/guardian here and the entire statement modified throughout as appropriate. This explanation should include how their child’s/legal ward’s data and /or identity would be shared and the consequences they may face in such instances.

**Contact for further information**

If you have any questions or would like further information, please contact

Samuel Bennet (researcher) – S5210215@Bournemouth.AC.UK

Or

Na Young Ahn (Dissertation Supervisor) – NyAhn@Bournemouth.Ac.Uk

*In case of complaints*

Any concerns about the study should be directed to Samuel Bennett. If you concerns have not been answered by Samuel Bennett, you should contact Dianne Goodman within the Sport management faculty at Bournemouth University by email to researchgovernance@bournemouth.ac.uk.

**Finally**

If you decide that your daughter/son/legal ward/child can take part, you will be given a copy of the information sheet and a signed parent/guardian agreement form to keep.

Thank you.