Here is an outline of the information you should consider including on a ‘Youth Information Sheet’. This template is not prescriptive and it is provided to act only as a guide for your research project requirements.

**Youth Information Sheet**

Research project title:
Research investigator:
Address & contact details of research investigator

Include:

- Paragraph to describe the research
- Paragraph to explain why the research is important and what the research aims to find out.
- Paragraph to explain what information you want and how you are going to collect it. Include how their participation is voluntary and how they can stop the process at any time.

Explain that if they agree to take part then a consent form needs to be signed. It is important that you read the consent form before you sign as it explains how we will protect your rights by keeping your answers confidential and allowing you to stop at any time. We also explain the limits to confidentiality, since we would have to inform someone if you give us information that might present harm to you or to other people. Your parent/legal guardian will also have to agree to allow you to take part in the research if you are under the age of 18, and he or she will have to sign the consent form as well. We have been very careful to consider ethical implications of this research in other words we want to make sure that our research is done in an ethical way. For this reason, we might discuss some possible risks with you before starting the interview, such as making sure that you understand what we will be talking about and reminding you can stop at any time. If any questions make you anxious or upset, we will stop the interview and find someone who can help.

Explain who else will be attending the interview/research and what their roles are. It could also be suggested that the interviewee can have someone, who they trust, with them during the interview, if it is felt appropriate. (e.g. Teacher, Classroom assistant, senior pupil)

Consider deciding on the format of the questions and giving the pupil and teacher a
copy before the interview to give them time to request changes and to understand what will be asked of them. Try not to deviate from the suggested questions. Explain how the data will be kept, stored, archived or erased. For example; we will record the interview, and the recording will be kept until (state the date) then it will be erased. Only the researcher will be able to hear the recording. The typed version of your interview will be saved in an electronic archive (without your name) for other researchers to study in the future.

Describe who the research team are and include contact detail for each. Explain you have a certificate from Disclosure Scotland to work with young people and have had previous experience of undertaking research with young people. You can find out further information about the project and our previous projects by visiting (give web address). You are welcome to contact anyone on the team regarding the research.

**What if I have concerns about this research?**

If you are worried about this research, or if you are concerned about how it is being conducted, you can contact the Chair of the GeoScience Ethics Committee, University of Edinburgh, Drummond St, Edinburgh, EH8 9XP (or email at ethics@geos.ed.ac.uk).