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**Parent/Carer Information Sheet for Interview**

**Study Title**: A mixed methods study exploring perfectionism and flourishing in secondary school students

**Researcher**: Lauren Holmes

**ERGO number:** 48076

Dear Sir/Madam,

I am a Trainee Educational Psychologist studying for the Doctorate in Educational Psychology at the University of Southampton. As part of the doctorate, I am conducting a thesis exploring perfectionism and flourishing (i.e. high well-being) in secondary school students. This is a two-part study and, as you will be aware, your child has already participated in the first part of the research at school, which was a survey including questionnaires looking at well-being/flourishing and perfectionism and demographic questions. I am writing to you as I would like to invite your child to participate in an individual face-to-face interview.

Please carefully read the information below about the study before deciding whether you consent to your child’s participation in the research. Please contact me if anything is unclear or you would like more information. If you are happy for your child to participate, you will be asked to sign the consent form at the end of this document and return it to [named staff member/school office] by \_\_/\_\_/\_\_\_\_.

Yours sincerely,

Lauren Holmes,

Trainee Educational Psychologist

[L.M.Holmes@soton.ac.uk](mailto:L.M.Holmes@soton.ac.uk)

**What is the research about?**

Research suggests that there are different forms of perfectionism. Some perfectionists gain great satisfaction from setting high standards and striving to reach these. For these people, perfectionism may be helpful. Other perfectionists may never feel happy with their performance and experience frustration when they cannot reach their high standards. For these people, perfectionism may be less helpful.

The aim of this part of the study is to explore the views and experiences of students displaying a helpful form of perfectionism and high well-being (i.e. flourishing) regarding school and achievement.

**Why has my child been asked to participate?**

I am writing to you as at the end of the survey, your child indicated that they would be interested in participating in an interview. They also met the criteria for interviews (their survey results indicated that they possess traits of a helpful form of perfectionism and high well-being).

**What will happen if my child takes part?**

If you agree to your child taking part, they will be invited to an individual semi-structured interview with me. This interview will take place during school hours in a quiet room in the school. I will ask your child some questions about how they feel about school, their goals, their standards for performance and how they cope with challenges. The interview will last approximately 30 to 45 minutes. Before the interviews, your child will be provided with further information about the study and their assent will be sought. Your child will be assured that there are no right/wrong responses, that they may pause or withdraw at any time (and up to 5 working days after the study) and skip any disliked questions. An audio-recorder will be used to record interviews. Afterwards, they will be given debriefing information and a £20 Amazon voucher for participation.

**Are there any benefits in my child taking part?**

There may be no direct benefit to your child. However, the research may help to develop understanding of how some perfectionists can maintain high well-being. This may help researchers to think about how school staff and other professionals can support students whose perfectionism is posing a challenge to their well-being.

**Are there any risks involved?**

There are few risks in this study. However, as the interview questions require students to reflect on their well-being and attitudes towards themselves and their performance, there is a small chance that some students may experience some uncomfortable emotions. However, as the interview is an interactive process, if the interviewer feels that your child is becoming distressed at any point, they will ask them if they want to continue or use a different line of questioning. Prior to the interview, your child will also be informed that they can stop the interview at any point during its completion and choose to exclude their interview from the research.

Your child may feel uncomfortable about the presence of an audio recorder. I will explain to all students that this is being used so that I can ensure that I can accurately capture what they have said during the interview. If any student expresses a desire to hear how the recording of their voice will sound either before or after the interview, I will build in the capacity for them to listen to a short recording of their speech directly following this request. All students will be provided with visual communication aids which they can use to signal that they want to pause or stop the interview or skip any questions.

After completing the interview, students will be provided with debriefing information which will signpost them to sources of support which can be accessed should they experience any negative feelings following participation. Students will also be provided with the name of a staff member who they can speak with about any issues and will be reminded that they can speak with other trusted adults at school or at home.

Before interviews, the interviewer will explain to your child that they would need to disclose any information received if this leads them to worry that they might be at risk in some way. If I feel that any interview responses provided by your child indicate that their well-being is at risk, I will make a relevant member of school staff aware so that this may be followed up according to the school’s policy. Should any safeguarding concerns arise during the research, I will report these to the school’s Designated Safeguarding Lead directly so that these can be followed up according the school’s safeguarding policy. I have undergone an enhanced DBS check.

**What data will be collected and how will this be stored?**

As you will be aware, demographic information including your child’s age, year-group, sex, grades and ethnicity was collected during the online survey and therefore will not be collected again. However, I will ask the students to confirm their age in case they have had a birthday in the period between the two parts of the study. The demographic information will be used to describe the sample of students taking part in the interviews. Students’ names will not be reported in the research so students will not be identifiable. Please be aware that information on ethnicity is classed as special category information according to data protection. All personal information is being stored on a spreadsheet on a password-protected computer and is only accessible to me.

Voice recordings from interviews will be uploaded to a password-protected computer the same day as the interview has taken place. The original recording will be deleted from the voice recorder as soon as it is uploaded. Interviews will be transcribed either by myself or by a transcription service recommended by the university. Identifying information will be removed from the transcripts and pseudonyms (fake names) will be used to protect students’ identities. Your child will be given the option of choosing a pseudonym during the interview process. After interviews have been transcribed, the audio-recordings will be permanently deleted from the password-protected computer. Only I will have access to the data. However, some transcripts and transcript excerpts (with names and identifying information removed) will be shared with my research supervisors during discussions around data analysis.

Hard copies of documents containing any additional information about students (e.g. consent and assent forms) will be stored in a locked container in my house. All consent forms, assent forms, transcripts and survey data will be destroyed 10 years after the research has been completed, in line with the university’s research data management policy.

**Will my child’s participation be confidential?**

Your child’s participation and the information collected about them during the course of the research will be kept strictly confidential. Please see the response to the above question for arrangements made to ensure that participation is confidential. Your child’s responses may be quoted directly in reports of the research but a pseudonym will be used to protect their identity.

Only members of the research team and responsible members of the University of Southampton may be given access to data about participants for monitoring purposes and/or to carry out an audit of the study to ensure that the research is complying with applicable regulations. Individuals from regulatory authorities (people who check that we are carrying out the study correctly) may require access to participants’ data. All these people have a duty to keep information strictly confidential. As the data will be anonymised, these individuals will not be able to identify your child.

**Does my child have to take part?**

No, it is entirely up to you to decide whether your child will take part. If you agree to your child taking part, you will need to sign the attached consent form. Before taking part, your child will also be asked to indicate whether they are happy to participate by completing an assent form. No data will be collected from the child unless both parent/carer consent and child assent are received.

**What happens if I change my mind?**

You have the right to change your mind and withdraw your child’s participation from the interview without any reason and without your rights being affected at any time before the interview and up to 5 working days after the interview has been completed emailing me. Any interview data collected up to this point will be destroyed. Your email to me will then be permanently deleted so that no record of your email or address will be kept.

Before the start of the interview, students will be informed that they can withdraw their participation and their interview data at any time during the interview. They can also withdraw their interview data up to 5 working days after the interview by emailing me at [L.M.Holmes@soton.ac.uk](mailto:L.M.Holmes@soton.ac.uk). All of their interview data will then be destroyed. Again, their email (with their email address) will then be deleted.

**What will happen to the results of the research?**

The project will be written up into a thesis which will be available online. The project may be written up for a journal and published. Personal details will remain strictly confidential. Research findings made available in any reports or publications will not include information that can directly identify your child.

**Where can I get more information?**

If you have any questions about the study or would like further information, please contact me at [L.M.Holmes@soton.ac.uk](mailto:L.M.Holmes@soton.ac.uk). Alternatively, you can contact my supervisor, Dr Brettany Hartwell, at b.hartwell@soton.ac.uk.

**What happens if there is a problem?**

If you have a concern about any aspect of this study, you should contact me at [L.M.Holmes@soton.ac.uk](mailto:L.M.Holmes@soton.ac.uk) or my supervisor, Dr Brettany Hartwell, at b.hartwell@soton.ac.uk.

We will do our best to answer your questions.

If you remain unhappy or have a complaint about any aspect of this study, please contact the University of Southampton Research Integrity and Governance Manager (023 8059 5058, [rgoinfo@soton.ac.uk](mailto:rgoinfo@soton.ac.uk)).

**Data Protection Privacy Notice**

The University of Southampton conducts research to the highest standards of research integrity. As a publicly-funded organisation, the University has to ensure that it is in the public interest when we use personally-identifiable information about people who have agreed to take part in research. This means that when you agree and your child agree to take part in a research study, we will use information about your child in the ways needed, and for the purposes specified, to conduct and complete the research project. Under data protection law, ‘Personal data’ means any information that relates to and is capable of identifying a living individual. The University’s data protection policy governing the use of personal data by the University can be found on its website (<https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page>).

This Information Sheet tells you what data will be collected for this project and whether this includes any personal data. Please ask the research team if you have any questions or are unclear what data is being collected about your child.

Our privacy notice for research participants provides more information on how the University of Southampton collects and uses your personal data when your child takes part in one of our research projects and can be found at <http://www.southampton.ac.uk/assets/sharepoint/intranet/ls/Public/Research%20and%20Integrity%20Privacy%20Notice/Privacy%20Notice%20for%20Research%20Participants.pdf>

Any personal data we collect in this study will be used only for the purposes of carrying out our research and will be handled according to the University’s policies in line with data protection law. If any personal data is used from which your child can be identified directly, it will not be disclosed to anyone else without your consent unless the University of Southampton is required by law to disclose it.

Data protection law requires us to have a valid legal reason (‘lawful basis’) to process and use your child’s Personal data. The lawful basis for processing personal information in this research study is for the performance of a task carried out in the public interest. Personal data collected for research will not be used for any other purpose.

For the purposes of data protection law, the University of Southampton is the ‘Data Controller’ for this study, which means that we are responsible for looking after your information and using it properly. The University of Southampton will keep information about your child for 10 years after the study has finished after which time any link between your child and their information will be removed.

To safeguard your and your child’s rights, we will use the minimum personal data necessary to achieve our research study objectives. Your data protection rights – such as to access, change, or transfer such information - may be limited, however, in order for the research output to be reliable and accurate. The University will not do anything with your child’s personal data that you would not reasonably expect.

If you have any questions about how your child’s personal data is used, or wish to exercise any of your rights, please consult the University’s data protection webpage (https://www.southampton.ac.uk/legalservices/what-we-do/data-protection-and-foi.page) where you can make a request using our online form. If you need further assistance, please contact the University’s Data Protection Officer ([data.protection@soton.ac.uk](mailto:data.protection@soton.ac.uk)).

To reduce the risk of participants being identifiable, the researcher will replace participant’s names with pseudonyms, which may be chosen by participants. Any identifying information in the transcripts will also be removed. Only the researcher will be able to link participants with their interview and survey data. The researcher will keep this information confidential.

**Thank you.**

Thank you for taking the time to read the information sheet and considering your child’s participation in the research.