



LONDON  
SCHOOL of  
HYGIENE  
& TROPICAL  
MEDICINE



### **Information Sheet For Parents/Carers**

UCL Research Ethics Committee Approval ID Number: 21179/001

**Title of Study:**

Learning together for mental health: a programme aimed at promoting mental health and wellbeing

**Department:**

Institute of Child Health, University College London (UCL)

**Name and Contact Details of the Researcher(s):**

Oliver Lloyd-Houldey (email: [oliver.lloyd.10@ucl.ac.uk](mailto:oliver.lloyd.10@ucl.ac.uk))

**Name and Contact Details of the Principal Researcher:**

Professor Russell Viner (email: [r.viner@ucl.ac.uk](mailto:r.viner@ucl.ac.uk))

We are inviting your child to take part in a research project. Before you decide it is important for you to understand why the research is being done and what participation will involve. We are university researchers working at your child's school to develop the Learning Together Mental Health programme. This is a new programme which is being implemented in some schools in England this year and aims to promote mental health and wellbeing in schools. The participation in the study is voluntary. 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. Please ensure that you have fully understand everything before giving consent. Thank you for reading this.

In the past we undertook the Inclusive Trial of the Learning Together (LT) intervention, with significant impacts upon a broad range of outcomes including mental health. We have now modified LT to focus on promotion of mental health and wellbeing. As part of this research, we are asking all Year 7 students to fill in a questionnaire at school. The questionnaire includes questions about the social background, mental health, eating disorders, anxiety, depression, bullying and peer relations, health-related quality of life, school climate and use of NHS services. These questions will help us understand about the mental health and wellbeing status and needs of students at the school. The questions about students' social background help us to understand who benefits from the intervention.

Your child will only fill in the questionnaire if they agree. Your child will also receive information about the questionnaire and be able to ask questions before they decide. Refusal to agree to participate will involve no penalty or loss of benefits to which your child is otherwise entitled. Your child can withdraw at any time without

giving a reason and without it affecting any benefits that they are entitled to. Your child can skip any question they do not want to answer.

If your child decides to take part, they will complete the questionnaire privately in a classroom or hall at school. The questionnaire should take about 45 minutes to complete. Once the questionnaire is submitted, your child will not be able access or withdraw any of their answers or data. A trained researcher will be available to explain and answer any questions your child has about the questionnaire. The questionnaire will ask your child questions about their mental health. If any questions cause discomfort to them, trained fieldworkers will be on hand to support and respond to any discomfort or upset they may experience. Should you or your child need support from professionals external to the study, support can be accessed for free from either Childline or Samaritans using the following details:

- **Childline**  
Website - <https://www.childline.org.uk/>  
Phone number (call for free) – 0800 1111
- **Samaritans**  
Website - <https://www.samaritans.org/>  
Phone number (call for free) – 116 123

What your child tells us in the questionnaire will be treated as confidential and anonymous. Only approved researchers and authorities who check that the study is being carried out properly will be allowed to look at the information. All data will be stored in accordance with data protection laws, including the General Data Protection Regulation (GDPR). The answers your child provides will be stored securely in our offices and uploaded on to a computer that only the research team can access. Students' names will not appear either on the questionnaire or in the database storing student answers to the questionnaire. These will instead have an individual identity code for each student. We will keep a list of student names and identity codes, but this list will be stored securely on a computer completely separately to student questionnaire answers. No single researcher will have access to both sets of data.

However, we do need to let people know if a child writes on their questionnaire things that make us concerned they are at risk of serious harm (from others or themselves), abuse or neglect. If this happens, two members of the research team would work together to match the student's name to their questionnaire answers. A member of the research team would then pass this information on to the school's safeguarding lead so that the young person can be protected.

If you have any concerns or complaints about this research, please contact the research team (Oliver Lloyd-Houldey (email: [oliver.lloyd.10@ucl.ac.uk](mailto:oliver.lloyd.10@ucl.ac.uk))) or the UCL Research Ethics Committee (Helen Dougal (email: [ethics@ucl.ac.uk](mailto:ethics@ucl.ac.uk))). If you would prefer to speak with someone outside of the research team regarding your concern or complaint, please contact **Tamsin Miller** who is leading on the research project at your school (telephone: 020 7920 7900 or email: [tmiller@mulberryschoolstrust.org](mailto:tmiller@mulberryschoolstrust.org)).

When we analyse the answers to the questionnaire and write reports based on the data we will look at the results from lots of participants together not individual answers, so no one will be able to identify students' personal responses. We are required to keep all data for 20 years, and then it will be destroyed. We are planning to present our results to the parents/carers and school staff of your child's school. Also we will produce academic publications and conference presentations. We may share data with other researchers but this will not include names or other information which could identify participants.

If you are happy for your child to complete the questionnaire, you do **NOT** need to do anything. Your child will be given a copy of the information sheet to keep.

If you are not happy for your child to take part, if you would like to ask any questions about this research before it takes place, or if you would like to be sent a copy of the questionnaire, please contact the research team no later than **6th July** by emailing Oliver Lloyd-Houldey (email: [oliver.lloyd.10@ucl.ac.uk](mailto:oliver.lloyd.10@ucl.ac.uk)). Alternatively, you can tell the school directly that you do not want your child to participate by contacting **Tamsin Miller** (telephone: 020 7920 7900 or email: [tmiller@mulberryschoolstrust.org](mailto:tmiller@mulberryschoolstrust.org)). If you tell the study team or school that you do not want your child to participate, your child will not be asked to fill in a questionnaire on the day. If your child chooses not to complete the questionnaire, he or she will remain in the classroom and do word searches or will not be in the classroom if the school wishes this and identifies alternative activities.

**Thank you for reading this information sheet and for considering taking part in this research study.**

## **Local Data Protection Privacy Notice**

### **Notice:**

The controller for this project will be University College London (UCL). The UCL Data Protection Officer provides oversight of UCL activities involving the processing of personal data, and can be contacted at [data-protection@ucl.ac.uk](mailto:data-protection@ucl.ac.uk)

This 'local' privacy notice sets out the information that applies to this particular study. Further information on how UCL uses participant information can be found in our 'general' privacy notice:

For participants in health and care research studies, click [here](#)

The information that is required to be provided to participants under data protection legislation (GDPR and DPA 2018) is provided across both the 'local' and 'general' privacy notices.

The categories of personal data used will be as follows:

Name, gender, age, ethnicity and data regarding mental health, eating disorders, anxiety, depression, bullying and peer relations, health-related quality of life, school climate and child and adolescent service use.

The lawful basis that would be used to process your *personal data* will be performance of a task in the public interest.

The lawful basis used to process *special category personal data* will be for scientific and historical research or statistical purposes.

*Your personal data will be processed so long as it is required for the research project.* If we are able to anonymise or pseudonymise the personal data you provide we will undertake this, and will endeavour to minimise the processing of personal data wherever possible.

If you are concerned about how your personal data is being processed, or if you would like to contact us about your rights, please contact UCL in the first instance at [data-protection@ucl.ac.uk](mailto:data-protection@ucl.ac.uk).