Mary Hare Schools Research policy Information for researchers

Rationale

Mary Hare School is committed to supporting research which will be of benefit to practitioners in the field of Hearing Impairment. As a lifelong learning establishment it is anticipated any research undertaken at the school will prove beneficial for children and young people who have a hearing impairment and to this end the school will do all it can to support research projects which involve the pupils at the school as long as it is in their best interest.

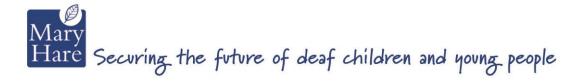
Policy

Any person or group of researchers requesting to use any Mary Hare students or staff in their research projects should follow the procedure outlined below.

- 1. Complete a research application form.
- 2. Read and sign the terms and conditions for conducting research at Mary Hare.
- 3. Both documents are available on the Mary Hare school website under Research and publications and are to be sent to the research committee using the following address: research@maryhare.org.uk
- 4. The Mary Hare research committee will aim to inform you of their decision within two weeks.
- 5. If your research proposal is approved a research supervisor will contact you via email to arrange times and suitable students for the research.
- Consent forms must be processed through the supervisor at Mary Hare. Consent must be received from both the parents and the students (year 7 and older) before the research can take place. Postal costs will be met by the researcher.
- Research is to be carried outside the school day at the secondary school and should not clash with any other commitments after school such as SLT, sports fixtures.
- Depending on the nature of the research groups may be made available during the normal school day.

Pre research (planning):

- 1. Make contact with their supervisor at MHS.
- 2. Researcher to establish how long they will be collecting data from start to finish, and to provide information including number of hours each child will be with researcher.
- 3. DBS checks (establish what level of safe guarding needs to take place before they can work with the children).
- 4. Ethical permission from their governing body must be sent to the research committee.



During:

- 1. Named person to act as on site supervisor (research committee) to oversee researcher and pupil issues.
- 2. To be introduced in person or by email to staff
- 3. School badge to be worn at all times.(researcher/ not visitor)
- 4. Researcher is responsible for collecting ALL the data they require in this time frame. (MH staff will not be able to provide any further information after the data collection period)

After:

- 1. Coordinator gets a copy of final research paper.
- 2. Copies to be circulated to committee.
- 3. Researcher reports back findings to the school (training day)