

(School office to insert date of distribution here)

Supporting Quality Teaching in Australian schools

Parent/Carer Information Statement

Dear Parent/Carer,

Your school has been invited to participate in the research project identified above which is being conducted by Dr Andrew Miller and colleagues from the Teachers and Teaching Research Centre at the University of Newcastle. This research is funded by Cessnock High School.

The research will also contribute to Anthony Ryan's PhD studies, supervised by Dr Drew Miller.

Why is the research being done?

Your school is undertaking a set of initiatives focused on teachers using their collective capabilities to improve student outcomes.

The aim of this research is to investigate the effects of these initiatives on teachers and students at your school. Our research involves a case study of Cessnock High School, including data collection from both teachers and students.

Who can participate in the research?

All Cessnock High School students are invited to participate in this research.

What will students be asked to do?

You child will not be asked to undertake any research-specific activities or measures for this research. However, we would like to review some student data collected by your child's school as part of their normal teaching and student monitoring practices.

This student data we wish to analyse consists of:

- Progressive Achievement Test results (maths and reading)
- NAPLAN and HSC data (where applicable)
- Student responses to a twice-yearly school survey about school life and schooling aspirations.

All of the data we collect will be de-identified. It will not include any student names or other details that could allow us to determine which student the data relates to.

What choice do you have?

It is entirely your choice as to whether or not you consent to us accessing your child's de-identified data for this research. If you choose to exclude your child's data from our research, then your decision will not disadvantage you or your child in any way.

What are the risks of participating?

There are no anticipated risks to your child in participating in this research.

The student Progressive Achievement Tests (PATs) consist of basic maths and literacy questions, whilst the student survey will ask about life at school and your child's educational and occupational aspirations.

The survey does not contain any sensitive or upsetting questions and we do not anticipate any risks to the students in participating in this research. However, in the unlikely event that students find the research to be upsetting they should notify their teacher, or they can call Kids Helpline on 1800 55 1800.

What are the benefits of participating?

The collected data will inform the creation of an action and evaluation plan to improve the quality of teaching, assessment and student learning outcomes at your school. Additionally, the research will allow us to share insights into school processes, which will be of benefit both to other schools, and also to the broader education research community.

How will participant privacy be protected?

All student data will be de-identified before being provided to the research team. Your school will be asked to submit the collected student data to an independent statistician, who will link and de-identify the data before providing it to the research team. The independent statistician will be party to a confidentiality agreement and will remove all student identifiers before they forward the data to the research team.

Individual students will not be named or in any way identifiable within our research outcomes.

How will the collected data be securely stored?

All student data provided to the research team will be retained securely for a minimum period of 5 years from completion of the research and managed/stored in accordance with the University's Research Data and Materials Management Guideline (see <https://policies.newcastle.edu.au/document/view-current.php?id=72>) or any successor Guideline, and applicable University of Newcastle policy provisions (as amended from time to time). Access to any identifiable data will be limited to members of the research team, unless you have consented otherwise, except if required by law. Once the data is no longer required, it will be securely deleted from any online server.

How will the information collected be used?

The collected data will be used for research publications and presentations. The data will also contribute towards Anthony Ryan's PhD thesis, and may also be used for future research projects.

Non-identifiable data may be shared with other parties to encourage scientific scrutiny, and may contribute to further research and public knowledge, or as required by law. A summary of the results of the research will be provided to your school once the research is complete. Alternatively, you are welcome to request a summary of results from the Chief Investigator (Dr Drew Miller) by emailing Andrew.Miller@newcastle.edu.au

What do you need to do for your child to participate?

If your child is old enough to understand what this research involves, then please discuss the project with them before making a decision.

- If you are happy for us to collect your child's de-identified data for our research, then you do not need to do anything.
- If you do **not** wish to include your child's de-identified data in our research, then please complete and return the attached student withdrawal form to the collection box located within your school office.

Please note - if you do not contact your school within 2 weeks of the date of the letter shown at the top of the page, we will assume that you are happy for your child to participate, and consent to us collecting their de-identified data listed above. However, you can still withdraw your child's data from the study at any time (even after the withdrawal deadline) by contacting your school.

Further information

If you would like to ask any questions about the project, please do whichever of the following suits you best:

- Email the project manager (Yvonne Dean) at yvonne.dean@newcastle.edu.au
- Call the research hotline on (02) 405 53419

Thank you for considering this invitation.



Dr Andrew Miller
Chief Investigator

Co-Investigators

Laureate Professor Jenny Gore
Associate Professor Jess Harris
Dr Leanne Fray

Yvonne Dean
Anthony Ryan
Tim Dean

Complaints about this research

This project has been approved by the University's Human Research Ethics Committee, Approval No H-2020-0279

Should you have concerns about your rights as a participant in this research, or you have a complaint about the manner in which the research is conducted, it may be given to the researcher, or, if an independent person is preferred, to the Human Research Ethics Officer, Research Services, NIER Precinct, The University of Newcastle, University Drive, Callaghan NSW 2308, Australia, telephone (02) 4921 6333, email Human-Ethics@newcastle.edu.au.

This form should only be completed if you do **not** want your child to participate in our research

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Supporting Quality Teaching in Australian schools

Student Withdrawal Form

- I do **not** wish for my child to participate in the 'Supporting Quality Teaching in Australian schools' project.
- I understand that by completing this form, my child will still need to complete school surveys and assessments, but that the research team will not collect any of the following data:
 - Survey responses
 - Progressive Achievement Test results
 - NAPLAN results
 - HSC results
- I understand that my decision will not disadvantage my child in any way.

My child's name is:	
My child is in Year:	
Parent/Carer name:	
Parent/Carer signature:	

If you do **not** want your child to participate in our research, please complete and return this form to your school office