# **SPACE Before and During the Covid-19 Pandemic: Telephone Interviews with Young People Attending SPACE**

# **Participant Information Sheet**

We are a group of researchers from the University of Stirling. We are working with SPACE to find out how young people accessing their support feel about the service. We are inviting young people who attend (or have previously attended) SPACE to take part in a telephone interview. Interviews will focus on what young people think about the changes SPACE have made to their service during the Covid-19 pandemic. As someone who has experience of SPACE, we would like to invite you to take part in a telephone interview. Before you decide to go ahead, it’s important you know why this research is being carried out.

**Why is this research being carried out?**

Our telephone interviews about SPACE are being carried out as part of a larger project. The project “Developing the evidence base for innovation in social care for children & families affected by domestic abuse” [(CAFADA](https://cafada.stir.ac.uk/)) is a collaboration involving the Universities of Stirling, Edinburgh, Central Lancashire, Northampton and East London. We are exploring a number of English and Scottish interventions to develop an understanding of the innovative ways they are supporting children and young people. The project is led by [Jane Callaghan](https://www.stir.ac.uk/people/266363), a Professor in Child Wellbeing and Protection at the University of Stirling.

The recent Covid-19 pandemic has affected the way we live our lives and the ways services, like SPACE, operate. SPACE has found ways to enable them to keep running and offering support during the pandemic. As part of the Cafada project, we hope to develop an understanding of how young people, like you, have experienced the changes SPACE have made during the pandemic. To do this, we are inviting young people who were enrolled with SPACE before Covid-19 to take part in a telephone interview to share their experiences of SPACE before and during the pandemic. By taking part in an interview, you will be contributing to important research and will be helping us to understand the ways services (i.e. SPACE) are continuing to provide support during times of crisis (i.e. the Covid-19 pandemic). This will help us to make recommendations for future practice.

**Do I have to take part?**

No. You do not have to take part and this will not affect you in any way.

**Can I change my mind about taking part?**

If you do decide to take part, you can withdraw your participation at any time during the telephone interview without needing to explain – just let the researcher know by telling them you would like to stop. Leaving the telephone interview will have no negative consequences for you. If after the interview, there are specific statements you do not want to be part of the research, you can email the research team ([cafada@stir.ac.uk](mailto:cafada@stir.ac.uk)) up to two weeks after the date of your interview and we will remove it from the final transcript of your interview. After this date, we cannot guarantee it will be possible to remove the data, as we may already be working on the analysis or project publications.

**What will happen if I take part?**

The telephone interview will take place at a date and time that suits both you and the researcher. We think the interview will take approximately 30 minutes. The researcher will summarise the study, will explain your rights as a participant, and if you agree to participate, they will ask you questions from the interview schedule. The questions can be found at the end of this document. They will explore: what SPACE was like before and during the Covid-19 pandemic; what things have been good and not so good about these changes; and what other kinds of support you think SPACE should consider offering young people.

**Can a friend/family member be present during my interview?**

To ensure you have privacy during your interview, we advise you to take part somewhere quiet where you can’t be disturbed or be overheard. However, you can have a parent/carer present if you wish. It’s important to know though that when others are present during an interview, it makes it more difficult for the research team to make sure the things you say remain confidential. Therefore, we may not be able to guarantee confidentiality if anyone else is present during your interview.

**Are there any potential risks in taking part?**

We don’t think there are significant risks in taking part in this research. We do not intend to ask you any upsetting questions, but if you do get upset during the telephone interview, please let the researcher know so that we can discuss how to help.

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

You will be paid for your time in taking part in this project. This will be paid in the form of a voucher (such as the One4All) and will amount to the living wage rate.

**How will my information be used?**

As part of the project, researchers will record a small amount of personal information about each participant that takes part. If you participate, this will include your email address/phone number and name (so we can contact you), your age, your gender, and your ethnicity. This information will be processed in accordance with the General Data Protection Regulation (GDPR). Under GDPR the legal basis for processing your personal data will be public interest/the official authority of the University.

**What happens to the data I provide?**

The telephone interview will be audio-recorded. It will then be transcribed which means it will be typed out word-for-word. All identifying information (like names, places, or other identifying details) will be removed from the transcription. We will ask professional transcribers to do the transcription, and they will follow the same rules about privacy and confidentiality that we do as researchers.

Researchers will look at the anonymised transcripts, to see what themes and patterns there are in participants’ responses. We may use direct quotes from your interview in reports and articles about the research, but your name and identifying information will not be used.

All data will be carefully and privately stored. The audio recordings of your interview will be stored securely in an encrypted digital store, and will be destroyed once the reports for the project have been completed. Transcripts will be kept securely for a period of at least 10 years. Information you provide to us will not be told to anyone else (including SPACE), unless you tell us something that makes us worry about your safety, or the safety of another person. If we do need to talk to someone else about a safety concern, we will tell you before we do that.

**Recorded media**

Your interview will be audio recorded. The audio recording will be used by the research team, and the professional transcriber - nobody else will listen to your recorded interview. The interview will be written out in full and all names and identifying information will be removed. Full interview transcripts will also only be used by the research team, but anonymous quotes from them may be used for reports, academic publications, academic conferences, and for training purposes. The audio recordings will be deleted once the transcriptions have been done, but the anonymised transcripts will be kept by the university for 10 years.

**Will the research be published?**

The research will be published in a publicly available project report, and in academic publications (like journal articles and books). You will not be identifiable in any report/publication. If you would like to receive a copy of the report, please tell the researcher, and she will make sure that it is sent to you when it is completed. Other articles based on the research can also be made available on request.

The University of Stirling is committed to making the outputs of research publicly accessible and supports this commitment through our online open access repository STORRE. The anonymised interview data will be archived for re-use in the UK data archive (<https://www.data-archive.ac.uk/>). Research outputs will be publicly disseminated through our open access repository.

**Who is organising and funding the research?**

The CAFADA project is a collaborative project of the Universities of Stirling, Edinburgh, Central Lancashire, Northampton, and East London. It is funded by the Economic and Social Research Council (ESRC).

**Who has reviewed this research project?**

This project has been ethically approved via The University of Stirling (General University Ethics Panel), and the ethics panels of the University of Edinburgh, University of Central Lancashire, University of Northampton, University of East London, and the University of Gloucester.

**Your rights**

You have the right to request to see a copy of the information we hold about you and to request corrections or deletions of the information that is no longer required.

**Who do I contact if I have concerns about this study or I wish to complain?**

If you would like to discuss the research with someone you can contact the researchers directly ([jane.callaghan@stir.ac.uk](mailto:jane.callaghan@stir.ac.uk) or [joanne.alexander@stir.ac.uk](mailto:joanne.alexander@stir.ac.uk)). If you would like to complain, please contact the Dean Alison Bowes on [Alison.bowes@stir.ac.uk](mailto:Alison.bowes@stir.ac.uk).

You have the right to lodge a complaint against the University regarding data protection issues with the Information Commissioner’s Office (<https://ico.org.uk/concerns/>).

The University’s Data Protection Officer is Joanna Morrow, Deputy Secretary. If you have any questions relating to data protection these can be addressed to [data.protection@stir.ac.uk](mailto:data.protection@stir.ac.uk) in the first instance.

You will be given a copy of this information sheet to keep.

**Thank you for your participation.**