Application Number_____
Date Received_____

APPLICATION FOR ETHICAL APPROVAL

Introduction

All Institute activity must be reviewed for ethical approval. In particular, all undergraduate, postgraduate and staff research work, projects and taught programmes must obtain approval from the Academic Ethics committee (MaCTRI Advisory Board).

Application Procedure

The form should be completed legibly (preferably typed) and, so far as possible, in a way which would enable a layperson to understand the aims and methods of the research. Every relevant section should be completed. Applicants should also include a copy of any proposed advert, information sheet, consent form and, if relevant, any questionnaire being used. The Principal Investigator should sign the application form. Supporting documents, together with one copy of the full protocol should be sent to the Advisory Board via Google Classroom.

Your application will require external ethical approval by an NHS Research Ethics Committee if your research involves staff, patients or premises of the NHS (see guidance notes)

Work with children and vulnerable adults

You will be required to have an Enhanced CRB Disclosure, if your work involves children or vulnerable adults.

The MaCTRI Advisory Board will respond as soon as possible, and where appropriate, will operate a process of expedited review.

Applications that require approval by an NHS Research Ethics Committee or a Criminal Disclosure will take longer.

[text in this colour illustrative, only]

Application Number_____
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1. Details of Applicants

1.1. Name of applicant (Principal Investigator):

Telephone Number:

Email address:

Status: Full time/part-time	Please indicate – MEaP Academy Scholar, Apprentice or Associate Researcher

Programme of study (if applicable): Name of project

Name of Series Editor: ***Dr Ornette D Clennon***

1.2. Co-Workers and their role in the project: (e.g. students, external collaborators, etc)

Name: N/A	Name: N/A
Telephone Number:	Telephone Number:
Role:	Role:
Email Address:	Email Address:

2. Details of the Project

Title:

2.1. Description of the Project: (please outline the background and the purpose of the research project, 250 words max)

This proposed research can be contextualised within the current international movement to develop secondary school students' 'character'. The aims of this PhD research are to: (i) explore the relationship between academic performance and mental toughness; (ii) explore young people's (age 11-16) understanding of mental toughness.

2.2. Describe what type of study this is (e.g. qualitative or quantitative; also indicate how the data will be collected and analysed). Additional sheets may be attached.

This research project will collect both qualitative and quantitative data.
Study 1: Will explore the relationship of student flight paths and mental toughness. Data will collected from 1600 students at an English secondary school, using the MTQ48. A sample of

students who exceed their target grade or achieve below their target grade will be investigated; quantitative data will be analysed using SPSS to establish if there is a link between academic performance and mental toughness.
Study 2: This study aims to explore school children's (age 11-16) understanding of the terms related to the mental toughness construct. Data will be collected through semi-structured interviews using an interpretative phenomenology approach, with ten students from each school year group. Data will be analysed by content analysis.

2.3. Are you going to use a questionnaire?
YES – Copy of MTQ48 Attached.

2.4. Start Date / Duration of project: ***March 2016. 2 Months.***

2.5. Location of where the project and data collection will take place:
The Blue Coat School, Oldham.

2.6. Nature/Source of funding
Self-funded.

2.7. Are there any regulatory requirements?
NO

3. Details of Participants

3.1. How many? ***1500***

3.2. ***Age: 11-16 The Principal Investigator has already completed a full CRB check with the Blue Coat School.***

3.3. Sex: ***M/F***

3.4. How will they be recruited? ***Participants are pupils at the principal researchers' school.***

3.5. Status of participants: ***Secondary School Children.***

3.6. Inclusion and exclusion from the project: (indicate the criteria to be applied).
Students will be excluded from the project if their parents do not agree to consent.

3.7. Payment to volunteers: ***N/A***

3.8. Study information:
Have you provided a study information sheet for the participants?
YES

3.9. Consent:
(A written consent form for the study participants MUST be provided in all cases, unless the research is a questionnaire.)
Have you produced a written consent form for the participants to sign for your records?

YES – For parents and pupils.

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4. Risks and Hazards

4.1. Are there any risks to the researcher and/or participants?
(Give details of the procedures and processes to be undertaken, e.g., if the researcher is a lone-worker.)
NO

4.2. State precautions to minimise the risks and possible adverse events:
All pupils will be given support whilst completing the questionnaire.

4.3. What discomfort (physical or psychological) danger or interference with normal activities might be suffered by the researcher and/or participant(s)? State precautions which will be taken to minimise them:
None

5. Ethical Issues

5.1. Please describe any ethical issues raised and how you intend to address these:
None

6. Safeguards/Procedural Compliance

6.1. Confidentiality:

6.1.1. Indicate what steps will be taken to safeguard the confidentiality of participant records. If the data is to be computerised, it will be necessary to ensure compliance with the requirements of the Data Protection Act 1998.

6.1.2. If you are intending to make any kind of audio or visual recordings of the participants, please answer the following questions:

6.1.2.1. How long will the recordings be retained and how will they be stored?

6.1.2.2. How will they be destroyed at the end of the project?

6.1.2.3. What further use, if any, do you intend to make of the recordings?

All completed questionnaires will be stored in the Blue Coat School's safe. Compliance with data protection will be in-line with the school's policy.

6.2. The Human Tissue Act

The Human Tissue Act came into force in November 2004, and requires appropriate consent for, and regulates the removal, storage and use of all human tissue.

6.2.1. Does your project involve taking tissue samples, e.g., blood, urine, hair etc., from human subjects?

NO

6.2.2. Will this be discarded when the project is terminated?

NO

If NO – Explain how the samples will be placed into a tissue bank under the Human Tissue Act regulations:

6.3. Notification of Adverse Events (e.g., negative reaction, counsellor, etc): (Indicate precautions taken to avoid adverse reactions.)

N/A

Please state the processes/procedures in place to respond to possible adverse reactions.

In the case of clinical research, you will need to abide by specific guidance. This may include notification to GP and ethics committee. Please seek guidance for up to date advice, e.g., see the NRES website at http://www.nres.npsa.nhs.uk/

SIGNATURE OF PRINCIPAL INVESTIGATOR:	Date:
SIGNATURE OF ADVISORY BOARD MEMBER:	Date:

Checklist of attachments needed:

1. Participant consent form
2. Participant information sheet
3. Full protocol
4. Advertising details
5. NHS Approval Letter (where appropriate)
6. Other evidence of ethical approval (e.g., another Institute's Ethics Committee approval)