

**Parent Supplemental Information Letter with “Decline to Participate” Option**

**Promoting Protective Policy Research Project**  
*Creating Protective Environments through School Policy Development*

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**Key Information about this Study**

You are being asked to allow your child to be in a research study at their school. Participation is completely voluntary. The purpose of the research is to find out what students think about the policies at their schools. Your child will be asked to complete an online survey that should take about 10 to 15 minutes to complete. Your child will be asked general questions about the school and the way teachers and administrators handle situations. This should not be stressful and will not ask personal questions about your child’s own experiences. However, it may remind your child of bad experiences that he or she may have experienced. Your child will not benefit directly from participating in the study, but will be given a \$5 gift card to a nearby restaurant as a thank you for his or her time.

**Purpose**

You are being asked to allow your child to be in a research study at their school that is being conducted by Dr. Poco Kernsmith at The School of Social Work at Wayne State University and Dr. Smith-Darden at The School of Social Work at Michigan State University to examine existing school policies and procedures that are designed to prevent or respond to school violence or threats of violence. Surveys will gather information to identify needs and priorities for improving policy and then evaluate the outcomes of those changes. Your child has been selected because he or she is in 8<sup>th</sup> or 10<sup>th</sup> grade in your school district. The first 50 students that agree to participate at your child’s school will be eligible to participate.

This is a three year project, beginning in the 2020-2021 academic year, with six districts participating in the first cohort. Over the next three years, data will be collected from students, teachers and staff, and school principals and administrators through interviews, focus groups, and surveys. Data will be used to guide policy improvement efforts and observe any changes resulting from policy improvements. Our intention is to examine the effect of policies on risk and protective factors for students; including school connectedness, coordination of services with community organizations, and environmental factors that promote positive youth development.

## Study Procedures

If you decide to allow your child to take part in the study, your child will be asked to complete one online survey that will be administered online. The online survey, accessed through Qualtrics link, should take between 10 and 15 minutes to complete. Youth will be asked questions about their perceptions of the school climate as it relates to peer to peer interactions, student/teacher interactions, school rules and expectations, and aspects of diversity and inclusion. Students will be asked only about their general perceptions of the school and not their own personal experiences.

*Step One: You will let us know if you do not want your child to participate in the study.*

If you do not want your child to complete the survey, please complete the online “Decline to Participate” form. This form is available at:

[https://waynestate.az1.qualtrics.com/jfe/form/SV\\_0AFPmKyhKVUPIJ4](https://waynestate.az1.qualtrics.com/jfe/form/SV_0AFPmKyhKVUPIJ4)

You may also contact the Principal Investigators directly at 313-577-4437 or poco@wayne.edu.

*Step Two: Your child will be asked if they wish to participate in the study.*

Students will receive an email from a school administrator, providing details about the study with an Information Sheet attached that explains what they are being asked to do and their rights as a participant in research. This email will be sent to all students in your child’s grade. The email will include a link to the online Assent Form. Students will follow the link and fill out the form, indicating their consent to participate in the survey. When a child agrees to participate in the study, we will check our list of parents that have requested that their child not participate in the research.

*Step Three: We will send a link to the survey.*

Once the consent form has been completed and we have checked that your child is eligible to participate, a link to P3 Student Survey will be sent to your child as an email or text using the contact information they provide on the consent form. Students can click the link to fill out the survey. Students may skip any questions or end the survey at any time.

*Step Four: We will send a \$5 gift card.*

Once your child has completed the survey, they will be given a \$5 gift card. They will have the option for a virtual gift card to be sent to the email address or phone number they provided in the consent form or to pick up a gift card from the school office. Students will be asked their preference out of three options and will receive a gift card from the most popular option.

## Benefits

There may be no direct benefits for your child; however, information from this study may benefit other people now or in the future.

## Risks

There are minimal risks to participation in this study. While there may be discussion of sensitive topics, your child will not be asked to discuss any personal experiences. Regardless, your child does not have to answer any questions they do not feel comfortable answering. Should your child experience distress related to participation in this study, they will be directed to the appropriate resources to support their needs.

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Though we are protecting the confidentiality of all information collected during this study with strict procedures, as with any study, there is possible risk of a breach of confidentiality.

Additionally, information must be released to the appropriate authorities if at any time during the study there is concern of child or elder abuse, certain reportable communicable disease, or illegal criminal activities, like illegal substance abuse or violence. However, we will not ask your child any questions about these topics.

There may also be risks involved from taking part in this study that are not known to researchers at this time.

### **Costs**

There are no costs to you or your child to participate in this study.

### **Compensation**

For completing the survey, your child will receive a \$5 gift card, distributed after the survey is submitted. Your child will be given the option to receive an electronic gift card sent to the email address they provide on the consent form, or to pick up a gift card from the school office.

### **Confidentiality**

All information collected from your child during the course of this study will be kept confidential to the extent permitted by law. Your child will be identified in the research records by a code name or number. Information that identifies your child personally will not be released without your written permission. Information that identifies you personally will not be released without your written permission. However, the study sponsor, the Institutional Review Board (IRB) at Wayne State University, Michigan State University IRB, as well as MSU researchers, and individuals with oversight of research responsibilities, or federal agencies with appropriate regulatory oversight [e.g., Food and Drug Administration (FDA), Office for Human Research Protections (OHRP), Office of Civil Rights (OCR), etc.] may review the research records.

### **Voluntary Participation /Withdrawal:**

Your child's participation in this study is voluntary. You may decide that your child can take part in this study and then change your mind. You are free to withdraw your child at any time. Your decision about enrolling your child in the study will not change any present or future relationships with Wayne State University or its affiliates, your child's school, your child's teacher, your child's grades or other services you or your child are entitled to receive.

### **Questions**

If you have any questions about this study now or in the future, contact Dr. Poco Kernsmith at poco@uta.edu, Dr. Joanne Smith-Darden at 517-432-3739 or Dr. Megan Hicks at meganrhicks@wayne.edu or one of their research team members at P3@wayne.edu. If you have questions or concerns about your child's rights as a research participant, the Chair of the Institutional Review Board can be contacted at (313) 577-1628. If you are unable to contact the research staff, or if you want to talk to someone other than the research staff, you may also call the Wayne State Research Subject Advocate at (313) 577-1628 to discuss problems, obtain information, or offer input.

### **Participation**

If you do not want your child to complete the survey, please complete the online "Decline to Participate" form. This form is available at:

[https://waynestate.az1.qualtrics.com/jfe/form/SV\\_0AFPmKyhKVUPIJ4](https://waynestate.az1.qualtrics.com/jfe/form/SV_0AFPmKyhKVUPIJ4)

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You may also contact the Principal Investigators directly at 313-577-4437 or poco@wayne.edu. If you do not contact the principal investigator (PI) within a 2-week period, to state that you do not give permission for your child to be in research, your child may be enrolled into the research.

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**APPROVED**



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