

## Participant Information Sheet

### Researcher details

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### PhD Title

A sociological study of the practitioner response to student wellbeing, through a case study of the University Careers Service

### Principal research question

To what extent have traditionally 'non-therapeutic' student services in HE such as the careers service evolved their student-centred approach to integrate wellbeing and mental health within their provision to support onward professional development?

Dear Name

You are being invited to take part in the research study outlined above.

Before you decide it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully and discuss it with others if you wish. Please ask me if there is anything that is not clear or if you would like more information. Take time to decide whether or not you wish to take part.

### Aim of the research

The aim of the research is to find out what careers advisers think about student wellbeing and if in their opinion and experience it is having an impact on their careers guidance practice. The interview discussion is designed around some loose questions to explore with you what you think about this.

This research activity takes place at a time of unprecedented public health concern. As you are aware, the UK is currently in a 'lock-down' phase with social distancing measures being reinforced to contain and level the transmission of Coronavirus. At this time, it is inevitable that individuals are adjusting and adapting to these social distancing measures and many individuals are facing emotional as well as financial hardship. Please feel assured that this situation is acknowledged as an influencing factor in how participants in the study may respond in the interviewing process.

## Your participation

- If you agree to participate, this will involve an interview with myself of between 40 and 60 minutes at a time convenient to you remotely via Microsoft Teams or Zoom. If you chose the latter, I would issue a protected password for your security.
- I will seek your consent to audio-record - not video record - the interview. This is entirely at your discretion, and I will offer note taking as an alternative.
- Your participation is entirely voluntary, and you can withdraw at any time without explanation.
- You can withdraw even if you have already answered some of the questions and you will be given the option of having any answers you have given destroyed.
- You can ask me for a copy of your interview transcript in case you want to check your answers, change anything, reflect on what you said and/or add anything.
- You can request a written summary of the results of the data collection.
- It is hoped that data from interviews with careers advisers will inform the research question posed and enable recommendations to be made regarding HE careers advisers ongoing professional development, if appropriate.
- The research could also inform policy and strategy both for university careers services and student support services; it may give us the opportunity to reflect on careers guidance approaches and how they might be changed to improve student wellbeing.
- Only anonymised material from the interviews may be shared with other researchers, used in future publications, in print and on-line.
- Agreeing to participate will not in any way affect any prior professional relationship with me.

## Confidentiality

- Your personal details such as your name and university will be kept under password protected computer files accessible by me only.
- Your personal details and your university are de-identified using pseudonyms for your name and an id number for your university.
- These precautions hold for the storage of data collected at interviews and in the written PhD thesis and in any associated publications.
- Due to a possibility that the data will be collected from a small number of universities, there is a chance that some participants may be identifiable.
- **Please note that assurances on confidentiality will be strictly adhered to unless evidence of wrongdoing or potential harm is uncovered. In such cases the University may be obliged to contact relevant statutory bodies/agencies.**

## Data Usage

- The data collected will be used to inform the research question posed at the start of this information sheet and published as a PhD thesis. After that, it will be retained by the University of Glasgow for 10 years and governed by the University's Retention of Research Data Policy. <https://www.gla.ac.uk/myglasgow/dpfoioffice/rims/a->

ztopics/retentionofresearchdata/This policy governs how university researchers store and retain data for others use if necessary. The data that is stored is de-identified using pseudonyms for participants and id numbers for universities.

Your Head of Service has been informed of the nature of this research and has given me full permission to issue this invitation to you.

Thank you very much for reading this.

Linda

**Confirmation Statement**

The data collection associated with this thesis has been considered and approved by the College of Social Science Research Ethics Committee of the University of Glasgow.

**For further information on the research please contact Linda Murdoch, [linda.murdoch@glasgow.ac.uk](mailto:linda.murdoch@glasgow.ac.uk). Concerns and complaints should be directed to the College of Social Sciences Ethics Officer, Dr Muir Houston, email: [Muir.Houston@glasgow.ac.uk](mailto:Muir.Houston@glasgow.ac.uk)**