

Example 1: Participant Information Sheet

July 2022

Project Title: Safer Cells Evaluation

My name is _____. I am a researcher working at the _____. We are working on a project looking at the effect of safer cells in reducing self-harm and suicide among inmates. We are talking to a number of inmates about their experiences of being placed in prison with safer cells. We have not chosen you because we think you are suicidal – it is simply that you are in a prison with safer cells.

What will I have to do if I take part?

If you agree to take part, we will ask you to answer some questions. There aren't any right or wrong answers – we just want to hear about your opinions. The discussion should take about an hour at the longest. Please note that some of the questions will relate to your personal history and experiences in prison.

Do I have to take part?

No, **taking part is voluntary**. If you don't want to take part, you do not have to give a reason and no pressure will be out on you to try and change your mind. You can pull out of the discussion at any time. Please note, if you choose not to participate, or pull out during the discussion this will not affect your current prison sentence or your chances of parole.

If I agree to take part what happens to what I say?

All the information you give us **will be confidential** and used for the purposes of this study only. The data will be collected and stored in accordance with the Data Protection Act 1998 (DPA) and all applicable laws and regulations relating to processing personal data and privacy, including any data protection law amending, replacing, superseding or supplementing the DPA, including but not limited to the General Data Protection Regulation (Regulation (EU) 2016/679) (GDPR) which governs the processing of personal data. The data will be disposed of in a secure manner. The College Data Protection Policy sets out the rules for adherence to the requirements of data protection laws and are available at: <https://www.rcl.ac.uk/data-protection/>. The information will be used in a way that will not allow you to be identified individually. Prison authorities will not be able to link any information provided to you. **However, we must inform management if:**

1. **you disclose details of any potential offence within this institution, which could lead to an adjudication. So, you should not mention anybody's name during this discussion;**
2. **you disclose details of any offence for which you have not yet been arrested, charged or convicted;**
3. **something you have said leads us to believe, that either your health and safety, or the health and safety of others around you, is at immediate risk;**
4. **something you have said leads us to believe that there is a threat to security.**

In these situations, we will inform a member of prison staff, who may take the matter further.

What do I do now?

Think about the information on this sheet, and ask me if you are not sure about anything. If you agree to take part, sign the consent form. The consent form will not be used to identify you. It will be filed separately from all other information. If, after the discussion, you want any more information about the study, tell your personal officer, who will contact me.

If you feel upset after the discussion and need help dealing with your feelings, it is very important that you talk to someone right away.

The contact details for the person to talk to are:

Name: _____

Thank You Very Much For Your Help!

Approved By the _____ Research Ethics Committee