

## **Guidance for Parents on Research Procedures**

Research organisations carrying out research on behalf of the Department contact the parents by letter in advance explaining the research and that they are acting on behalf of the Department and giving the parents the option to refuse to participate. The letter also provides contact details including a contact person at the Department. Sometimes the letter will come from schools, Local Authorities or other educational establishments.

It is not usual for researchers to carry out interviews with children over the telephone. If in exceptional circumstances this were to be the case, parents would always be contacted in advance for their agreement, advised of the nature of the research, the reason for telephone interviews and asked for their permission to allow their child to participate in the survey. If permission given, a time for the call would be agreed with the parent(s). Face-to-face interviews with school age children are only carried out with parents' or schools' permission.