

## Research Approval Conditions

Date: \_\_\_\_\_ Investigator(s): \_\_\_\_\_

Research Title: \_\_\_\_\_

Application Date Received: \_\_\_\_\_ New Application:  Extension Application:

1. A list of potential schools for this research has been submitted: Yes  No

Your request to conduct this research is: APPROVED  NOT Approved

**Approved** requests for research are subject to the conditions/requirements below:

2. Final approval to conduct this study will rest with the school administrator of each targeted school and the targeted group of teachers' students/parents where applicable.
3. Conducting the research will in **no way negatively impact instructional time for students and teachers.**
4. Conducting this research must not put any burden of responsibility on school administrators or other staff unless they specifically agree to it. **Such agreement must not negatively impact instructional time.**
5. **Participation in the study will be voluntary** and participants will be able to opt out at any time without prejudice. This must be clearly communicated to the participants at the outset.
6. For students under 19 years of age, **the researcher(s) must secure parental consent and confirm such consent with the school administrator before the research proceeds.** Students 19 years of age and older must provide their own consent. Regardless of age, youth must be clearly informed from the outset that they may refuse to participate, even if their parents consented to their participation.
7. Ensuring anonymity of participants and confidentiality of all data generated and collected throughout the research.
8. Before the research project can begin, **it must receive final approval from your university's Research Ethics Committee** and a copy of this approval must be sent to the Research Review Committee of NLSchools as per the contact information below.
  - a. Ethics Committee approval letter has been received: Yes  No
  - b. Not applicable:
9. If there is potential risk in this research project that some participants may relive a traumatic experience which can cause emotional or psychological stress, counselling services and other appropriate supports must be available during and subsequent to the data collection process. **Researchers are responsible for providing such supports. This service will not be provided by NLSchools.**

10. A copy of the research findings and resulting papers/reports must be directed to the Superintendent of Schools or designate. Please provide update on report if not available within one year.
11. Research results must be made available to the schools involved and the individual participants who request them.
12. NLSchools takes no responsibility in conducting this research, and will not be held liable for any negative impacts relating to this research effort. **The full responsibility to organize and conduct this research rests with the researcher(s).**

Recommended by: \_\_\_\_\_  
**Research Review Committee**

Date: \_\_\_\_\_

Signature of Approval: \_\_\_\_\_  
**Senior Management Official (Department of Education)**

Date: \_\_\_\_\_

Signature of Compliance: \_\_\_\_\_  
**Researcher**

Date: \_\_\_\_\_

**A signed copy of this form MUST be returned to the address below and to the potential schools before research can begin:**

**Attention:** [researchsubmissions@nlschools.ca](mailto:researchsubmissions@nlschools.ca)  
**NLSchools**  
Department of Education  
Government of Newfoundland and Labrador  
P.O. Box 8700, 3<sup>rd</sup> Floor, West Block  
Confederation Building  
St. John's, NL A1B 4J6  
**Attention: Research Studies and Surveys - Programs**