



UNIVERSITY *of* York  
The Department of Health Sciences



**Fix our Food in Schools  
Information Sheet for Parent – Child focus groups**

[School name] is involved in the 'Fix our Foods' in schools network; a project with the vision of transforming food in all primary schools in Yorkshire. Fix our Food works alongside school staff, children, farmers and businesses, our aim is that tasty, good quality, sustainable food is eaten by all children in schools and early years settings.

Your child has been invited to take part in a small group discussion to tell us what they think about school food.

**1. What is the purpose of this?**

We are inviting the school teachers and children to have their say about food and its impact on the planet to contribute to our understanding of how certain policies, initiatives or activities may influence their health and climate change.

As part of this, a small 'focus group' discussion will be held within each school which will take part during the usual school day and led by trained members of the Fix our Food team. In this discussion, children will be asked to tell us what they think about school food, and what food they think is healthy for the planet. They will be told that there are no wrong answers.

**2. Who is doing the study?**

The project is being led by Dr Maria Bryant, and the Fix our Food study team (led by Professor Bob Doherty) at the University of York in collaboration with the Food Foundation [<https://foodfoundation.org.uk/>]. The study has been reviewed and approved by the University of York Ethics committee REF [xx]

**3. Do they have to take part?**

Taking part in this research is entirely voluntary. Your consent for your child to be involved will be indicated by your completion and return of the enclosed form. We will also explain the process to the children before we start so that they can decline to take part if they wish.

**4. What will the focus group discussion involve?**

Discussion groups will last approximately 45 minutes and will be held within the school during the usual school day. The exact timing will be determined by teachers and may coincide with regular groups or clubs such as the school council or global champion group sessions. The Fix our Food team are experienced with working with children and all have DBS certification (at least one will have an enhanced DBS certificate).

We have attached a form that we would like to complete and send back to the school if you are happy for your child to take part. Please return this in the envelope provided with this letter and send it back to school (personally, or via your child).

**5. Will my child's information be kept confidential?**

- Information gathered will be kept confidential and will only be used for research.
- The only information that will be gathered about your child is their gender and which Key Stage they are in. This information and the discussion data will be held by the Fix our Food study and it will not be possible for anyone to see information connected to your child.
- Discussion groups will be audio recorded to help the team write up notes. Notes will be saved on a secure University network with no personal information about your child and, once saved, the audio recording will be deleted.

- None of the information you provide will be passed on to any other organisation not directly involved in this study.

For further information on the university's policies on GDPR, please note the following links:

<https://www.york.ac.uk/records-management/dp/>

<https://www.york.ac.uk/records-management/dp/guidance/gdprcompliantresearch/>

<https://www.york.ac.uk/records-management/dp/your-info/generalprivacynotice/>

In addition, information on the Department of Health Sciences' webpages that contain generic information about GDPR and data management is as follows:

<https://www.york.ac.uk/healthsciences/research/trials/trials-gdpr/>

<https://www.york.ac.uk/healthsciences/research/trials/trials-gdpr/research-participants>

### **6. What are the possible benefits of your child taking part?**

Although there are no direct benefits to yourself, we hope that your child will enjoy taking part in the discussion, which has been designed to be child-friendly and interactive. It is possible that you and your child will feel satisfaction in contributing to our understanding of the school food system. This will form an integral part of our school's participation in this ground breaking research that aims to transform the food system in Yorkshire for the benefit of dietary and planetary health. We aim to take learnings from the system in Yorkshire and apply this throughout the UK and further afield.

### **7. Are there any disadvantages or risks to taking part?**

Apart from a burden on their time, there are no perceived disadvantages or risks of your child taking part.

### **8. How can I find out more information?**

If you would like to find out more about the study before deciding to complete the form, please contact any of the members of the team listed at the end of this information sheet. You can also access our website [www.fixourfood.org](http://www.fixourfood.org) or follow us on Facebook or Twitter if you would like to know more about the study.

### **9. How will I find out the results of the study?**

The results of this study will be published in scientific journals but we will also make sure that they are included in our newsletters and are available through our website ([www.fixourfood.org](http://www.fixourfood.org)). We will also be combining the results and sharing school level information with your child's school.

*If you have any questions or concerns regarding this study, please contact us:*

Dr Grace Gardner, Research Associate, Department of Health Sciences, University of York

[Grace.gardner@york.ac.uk](mailto:Grace.gardner@york.ac.uk)

Dr Maria Bryant, Reader in Public Health Nutrition, University of York

[Maria.bryant@york.ac.uk](mailto:Maria.bryant@york.ac.uk)

Maddie Sinclair, Research Assistant, Department of Health Sciences, University of York

[Maddie.sinclair@york.ac.uk](mailto:Maddie.sinclair@york.ac.uk)

Annie Connolly, Research Engagement Manager, Food Foundation

[Annie.connolly@foodfoundation.org.uk](mailto:Annie.connolly@foodfoundation.org.uk)

### **Who do I contact in the event of a complaint?**

For general complaints, please contact the Department of Health Sciences' Head of Research Committee or Head of Department. If you become unhappy with the way your personal data has been handled, you have a right to complain to the University's Data Protection Officer at [dataprotection@york.ac.uk](mailto:dataprotection@york.ac.uk); if you are still unsatisfied, you have a right to report concerns to the Information Commissioner's Office at [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns).