

Evaluation of West London Zone Early Intervention Programme July 2020-October 2024

West London Zone is funding the Centre for Education Policy and Equalising Opportunities at UCL Institute of Education to carry out research into the effectiveness of their programme. This research has been reviewed and approved by the research ethics committee of UCL Institute of Education.

The project is investigating the effect of the West London Zone early intervention programme. There's more information about West London Zone's work in the documents they have provided along with this information sheet. This information sheet specifically relates to the work that we will be doing with West London Zone to understand how their programme is working.

Who is carrying out the research?

The Centre for Education Policy and Equalising Opportunities at the UCL Institute of Education, specifically a team led by Dr Jake Anders, including Profs. Lindsey Macmillan and John Jerrim, and Drs. Asma Benhenda and Gill Wyness.

Why are we doing this research?

We are aiming to understand whether and how the work done by West London Zone improves outcomes for participants. We will do this by comparing participants' outcomes with those of other pupils in their school, in their local area, and across the country.

What will happen as part of this research?

West London Zone will share data that it collects as part of delivering its programme with the research team at UCL Institute of Education so that we can analyse it to provide evidence on the effectiveness of the programme.

West London Zone may ask your child to complete a questionnaire towards the end of the school year. West London Zone asks participants in its programme to complete this questionnaire as part of its programme delivery. We are asking that some non-participants also complete the questionnaire for the purposes of the research project (so that they can be compared). All those asked to complete the questionnaire (whether participants in the West London Zone or not) will be told that they do not have to complete the questionnaire if they do not want to do so, or can stop at any time.

We are also asking WLZ to share your child's Unique Pupil Number (issued by the UK Government's Department for Education) with us. This will allow us to link up programme data with the Department for Education's National Pupil Database and other official records. This would, in turn, allow us to gain a longer term understanding of the outcomes of participating in the West London Zone programme (for example by looking at GCSE scores) when they are older. This involves us sharing data with the Department for Education.

Will anyone know I have been involved?

No information that can identify individual children will be made available to anyone outside the research team (other than for the purposes of linking with the National Pupil Database, which follows established and highly secure procedures). The data will all be kept securely under password protection. We will not use your child's name or the name of their school in any report arising from the research, and no information that could otherwise identify your child will be made public.

Can I object to my child's data being used for this purpose?

It is entirely up to you whether or not your child's data is shared with UCL as part of this project. Your decision either way will not affect the way that West London Zone delivers its work or how it engages with your child. We think this project will have important benefits for the understanding of how to improve children's academic and wellbeing outcomes, and will not negatively affect your child in any way. However, we respect your right to ask us not to use your child's data in this way. If you wish to exercise this right, then please complete the form included with this letter, and no data of your child's will be shared with UCL. You can also choose to exercise this right at any point during the project: please contact the research team using the details below and we will securely destroy any personal data we hold about your child.

Data Protection Privacy Notice

The data controller for this project will be University College London (UCL). The UCL Data Protection Office provides oversight of UCL activities involving the processing of personal data, and can be contacted at data-protection@ucl.ac.uk. UCL's Data Protection Officer can also be contacted at data-protection@ucl.ac.uk. Further information on how UCL uses participant information can be found here: <https://www.ucl.ac.uk/legal-services/privacy/ucl-general-research-participant-privacy-notice>

The legal basis that would be used to process your child's personal data will be performance of a task in the public interest. The legal basis used to process special category personal data will be for scientific and historical research or statistical purposes. Your child's personal data will only be processed so long as it is required for the research project. If we are able to anonymise or pseudonymise the personal data we are processing then we will undertake this, and will endeavour to minimise the processing of personal data wherever possible. If you are concerned about how your child's personal data is being processed, or if you would like to contact us about your child's rights, please contact UCL in the first instance at data-protection@ucl.ac.uk.

Contact for further information

If you have any questions about the research project or wish to exercise your child's rights as a research participant, please contact the research team by emailing cepeo@ucl.ac.uk.

If you have any concerns about the response you receive from the research team or wish to make a complaint, please send an email with details to the UCL Institute of Education Research Ethics Committee on ioe.researchethics@ucl.ac.uk so that we can look into the issue and respond to you. You can also contact the UCL Institute of Education Research Ethics Committee by telephoning +44 (0)20 79115449

Thank you very much for taking the time to read this information sheet.

Evaluation of West London Zone Early Intervention Programme Data Processing Objection Form

If you are happy for us to use data about your child in the research about how West London Zone's programme improves outcomes, you DO NOT need to return this form.

If you **DO NOT** wish data about your child to be shared with UCL as part of this research, please email akapasi@westlondonzone.org to confirm. Please make sure to include:

- Child's name
- Child's date of birth
- Child's school
- Parent's name