



**Research Approval Conditions**

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

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

Application Date Received: \_\_\_\_\_ New Research 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 principal 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 principal 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 NLESD as per the contact information listed below.
 

8a. Ethics Committee approval letter has been received \_\_\_\_\_ 8b. 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 the NLESD.**
10. A copy of the research findings and resulting papers/reports must be directed to the CEO/Director of Education 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. The Newfoundland and Labrador English School District 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: \_\_\_\_\_ Date: \_\_\_\_\_  
 Research Review Committee

Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Associate Director of Education

Signature of Compliance: \_\_\_\_\_ Date: \_\_\_\_\_  
 Researcher

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

**Attention: researchsubmissions@nlesd.ca**  
 Newfoundland and Labrador English School District  
 95 Elizabeth Avenue  
 St. John's, NL  
 A1B 1R6