**Example Young Experts’ Information Sheet**

**What is the CAFADA project?**

CAFADA is the *Children and Families Affected by Domestic Abuse* Project.

Researchers from five universities across Scotland and England are finding out about services for children, young people and parents affected by domestic abuse. Researchers are trying to learn how people who work in places like schools, the police, social work, and Women’s Aid help families when there has been domestic abuse. We want to learn what sort of things help and if there are things they could do better.

**How will children and young people be involved?**

We are **[insert name]** from University of Edinburgh and **[insert name]** from University of Stirling.

|  |  |
| --- | --- |
| **[insert photo]** | **[insert photo]** |
| **[insert name]** | **[insert name]** |

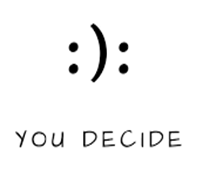
We have the fun job of talking to children and young people about their ideas and opinions about how we can make our research project even better. We want to ask your advice on how to talk to other children and young people about our project. We want your help to make sure we ask the right questions and ask them in the right way.

**What would I be doing if I chose to be involved?**

We are planning four meetings for children and young people to be expert advisors for our project. Each meeting will last about an hour and we will talk about different topics. We will meet online, and your support workers will be there too. We will do some activities and games in the meetings. We hope the meetings will be fun and that you will enjoy giving your advice.

**What will happen in the meetings?**

The first meeting will be about getting to know each other and a bit about the project. In the second meeting we will think about the sorts of ways we talk about health and wellbeing with children. In the third meeting we will think about how to best to find out about safety. In the last session we will look at your ideas for the best ways for researchers to work with children and young people. Before the meetings we will send out some activity packs with the information you need for each meeting.

**Do I have to take part?**

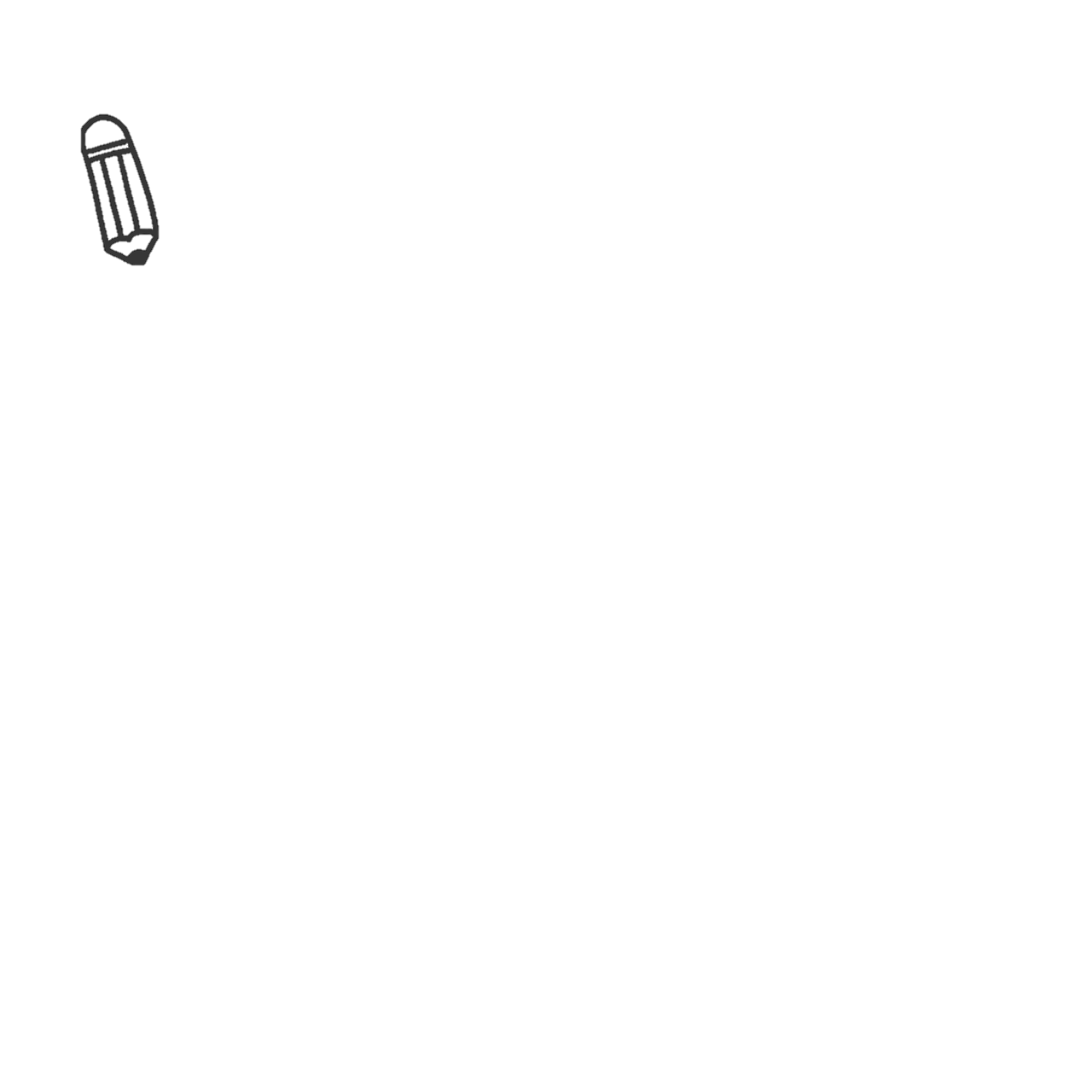
No. You do not have to take part. It’s up to you and your mum. No one from [insert organisation] will mind what your decision is. If you do decide to take part you can change your mind. If you change your mind after the meetings if you ask me by (date TBC) we can remove any of your views or comments from our work.

**What will it be like for me taking part?**

We hope you will enjoy taking part. We won’t ask you any questions about what has happened in your family. But we know it can be difficult to talk about these things. Your support workers will check in with you before, during, and after the meetings to make sure you are OK.

**What happens to the advice I give you at the meetings?**

We’ll use your advice to help plan our project. We’ll make an audio recording of our sessions to help us remember everything that’s been said. We’ll use this for our notes and then delete the recording after (timescale to be added). This recording won’t be shared with anyone else.

We’ll write a report for other people we are working with on how they should involve children and what your advice about the project is. We will share our report by (date TBC). We might also write reports for other researchers or people who are interested in our project. Your name will never be used in any of the reports we write about the project. No one will be able to tell that you have taken part in this project.

**Will everything that I say be kept private?**

We will try to keep everything that you tell us private. The only time we would share what you have said is if we think you or someone else is in danger. If this happens, we will try to talk to you first and agree what we should do.

All the information about our project will be kept for 10 years. It will be kept in a place called a Research Drive. This is a secure place to keep information at the University. We will follow the University of Edinburgh’s privacy notice <https://www.ed.ac.uk/records-management/privacy-notice-research>

**What if I am worried about this project or not happy about it?**

If you would like to talk to us about any worries or questions about this project you can email us at [[insert](mailto:f.morrison@stir.ac.uk) email] and [insert email]. If you would like to complain about this project you can contact [insert name] at Edinburgh University [ethics-ssps@ed.ac.uk](mailto:ethics-ssps@ed.ac.uk)