

STAY HOME STORIES

Information Sheet

You are being invited to take part

Your school is being invited by the University of Liverpool and the Royal Geographical Society (with IBG) to participate in a research study investigating how home life is changing during the COVID-19 pandemic. The research is designed to gain a better understanding of how children and young people's experience of the home space may have changed during the COVID19 restrictions, while at the same time helping to develop mapping skills and encourage engagement with a sense of place.



Maps represent a vehicle for communication at a time of crisis. Drawing a map allows for the creation of knowledge around place and enables the voices of children and young people to be heard during the COVID-19 pandemic.

There are a variety of resources available to support mapping skills produced by the Royal Geographical Society (with IBG) which can be found here: <https://www.rgs.org/schools/teaching-resources/map-skills/>

To gain further understanding of how map skills are taught in the primary curriculum, please visit the RGS-IBG website to watch a subject knowledge animation. This animation can be used by teachers or pupils, and explains essential map skills in a visual, clear and concise way

<https://www.rgs.org/schools/teaching-resources/subject-knowledge-animation-map-skills/>

For more information and resources on the history of maps visit the BBC website at

<http://www.bbc.co.uk/schools/teachers/beautyofmaps/>

Before you decide whether or not you would like your school to participate in this study, it is important for you to understand why the research is being done and what it will involve.

Participation in this study is entirely voluntary. It is up to you to decide if you would like your school to take part. Refusal to participate requires no reason and will not affect you or your rights.

Please take time to read the following information carefully and discuss it with others if you wish. Ask us questions if there is anything that is not clear or if you would like more information.

What are the possible benefits of taking part?

This project aims to be of benefit to society through understanding how people's home lives have changed, the challenges that they have faced, and what has helped to sustain them during the pandemic. This research will increase our knowledge of the impact of COVID-19 on experiences of home for children and young people.

The project will open a debate on the importance of home and lessons that can be learned for the future in terms of the role of home during and after the COVID-19 crisis.

What are the possible disadvantages and risks of taking part?

The mapping process may touch on personal or sensitive topics that pupils may find uncomfortable or upsetting to discuss. Pupils are free to include as little or much information as they like on their maps. The researchers will provide you with contact details of support organisations, should you need any in addition to the support networks that are already in place within your school.

Who can take part?

Pupils in year groups 3-11 can take part.

Each month the project team will choose a Map of the Month to appear in an online exhibition from each category:

Key Stage 2 (Pupils aged 7-11)

Key Stage 3 (Pupils aged 11-14)

Key Stage 4 or GCSE (pupils aged 14-16)

How to take part

Maps can take many different forms. In the broadest sense, the University of Liverpool and the RGS-IBG are looking for maps which are drawings or depictions that emphasise relationships between different elements of the home space, including rooms and objects and shared spaces. We encourage written annotation to show how the use of the home space may have changed during COVID restrictions. We are also interested in maps that explore the sensory experiences of home as well as the human and physical geography of our home spaces and which show and/ or include experiences of outdoor as well as indoor spaces. The maps can be produced in colour or in black and white. They can be hand drawn or produced electronically. Any style of map is welcomed!

All maps should address the idea of home and seek to meet the following criteria where possible:

- Excellent attention to spelling, punctuation and grammar
- Use of accurate geographical terminology
- Clearly labelled and appropriately acknowledged sources, including diagrams, charts, maps or images
- Accurate use of symbols, scales and keys, original and independently produced

Maps should **not include** any personal information such as names and addresses.

If produced electronically, please use a minimum font size of point 10

How to submit your maps

All pupils taking part in the project must have a completed Participation Consent Form signed by their parent or guardian. These forms should be retained by your school.

All submissions must include the Headteacher Consent Form.

Pupils should produce a map no bigger than A2. This can be hand-made (then sent in electronically

via a scanned copy or photograph) or using PowerPoint, Word, Publisher or PDF, etc.

Teacher and school contact details must be provided during the submission process.

Given the COVID-19 restrictions, maps can only be submitted electronically. We are sorry but we cannot accept any entries by post.

It is best to combine the maps and Headteacher Consent Form into a single PDF, where possible. Files should be labelled as follows YEARGROUP SCHOOLNAME e.g. Y7 West Yorkshire Community School.pdf. Please do not include any pupils' names in the titles of the files you submit. They should be uploaded to <http://bit.ly/rgsstayhome>. Please enter the first name and surname of the teacher when prompted during the upload process.

Participation is voluntary and you are free to withdraw at any time, without explanation and without incurring any disadvantage.

What information about the pupils will be collected or shared?

No personal information about participating pupils will be collected or shared with the project team. You should submit the maps with only the following information:

1. Pupil's year group
2. School's name
3. School's postcode

Maps included in the online exhibition may be edited to remove any additional information which might identify an individual, such as their address or location.

HOW WILL THE MAPS AND DATA BE USED?

By agreeing to take part in the project, information in the maps created by your pupils and the name/location of your school will be used and published in peer reviewed journals, conferences, policy reports and a book. This information will be stored in an open access database based at the university of Liverpool that is accessible by other researchers.

Any maps chosen to be featured in the online exhibition will be publicly available online.

The maps created for the project will be deposited in the archives of the partners (Museum of the Home, National Museums Liverpool, RGS-IBG), and may eventually be made publicly available through museum collection databases, exhibitions, installations and/or digital resources.

How will the maps and associated data be stored?

All documents submitted via bit.ly/rgsstayhome and project correspondence (including emails to eduadmin@rgs.org and Georgina.Endfield@liverpool.ac.uk) will be stored and shared by RGS-IBG and The University of Liverpool. Both organisations will process your information in accordance with their respective data protection and privacy statements, available here <https://www.rgs.org/privacy-notice/> and here https://www.liverpool.ac.uk/legal/data_protection/.

The University of Liverpool processes personal data as part of its research and teaching activities in accordance with the lawful basis of 'public task', and in accordance with the University's purpose of "advancing education, learning and research for the public benefit. Three copies of all the data will be stored. Copies of all materials will be held within the University of Liverpool's Active DataStore - a centralised, secure data storage facility for electronic data. The research data will be retained in an appropriate format and storage facility for a period of at least 5 years.

No information that identifies your pupils (eg name, address) will be collected. Your de-identified data will be stored for at least 5 years for further research.

What will happen if I want to withdraw from the study?

You can withdraw your pupil and school information from the project at any point in time without giving a reason.

What should I do if I have any concerns?

If you have any concerns about the manner in which the study was conducted, in the first instance please contact the researcher(s) responsible for the study (Prof. Alison Blunt, a.m.blunt@qmul.ac.uk) and we will try to help.

If you remain unhappy or have a complaint which you feel you cannot come to us with, then you should contact the Research Ethics and Integrity Office at ethics@liv.ac.uk. When contacting the Research Ethics and Integrity Office, please provide details of the name or description of the study (so that it can be identified), the researcher(s) involved, and the details of the complaint you wish to make.

The University of Liverpool strives to maintain the highest standards of rigour in the processing of your data. However, if you have any concerns about the way in which the University processes your personal data, it is important that you are aware of your right to lodge a complaint with the Information Commissioner's Office by calling 0303 123 1113.