

[Organisation logo]

EXAMPLE Consent form – FOR ADAPTATION

[Project title]

Please tick each statement:

I have received and understood information about the project.

Please tick _____

I have been able to ask questions about the project and these were answered in a way that I understand and am happy with.

Please tick _____

I understand that my participation is voluntary and whether or not I decide to take part will have no effect on my relationship with my [school / community group].

Please tick _____

I understand that I am free to stop taking part in the project at any time, without giving any reason.

Please tick _____

I understand that my comments may be audio recorded and then may be made into an anonymised written transcript stored securely at [name of organisation and storage time]

Please tick _____

When interviewed / or in group discussions, I can also refuse to answer a question and ask to stop taking part at any time without having to give an explanation.

Please tick _____

I understand photographs may be taken during the project. I understand no photographs will be taken of me without my permission. I can ask for photos taken of me to be deleted.

Please tick _____

I understand any information I give will remain confidential and anonymous unless it is thought that there is a risk of harm to myself or others, in which case it may need to be shared with [appropriate contact school, support worker etc.].

Please tick _____

I understand some anonymised quotations or images from the project may be used in reports and publications.

Please tick _____

I agree to take part in the above project.

Please tick _____

Participant Name: _____

Signature: _____

Date: _____

Project Lead: _____

Signature: _____

Date: _____

I confirm that the participant was given an opportunity to ask questions about the project, and all the questions asked by the participant have been answered correctly and to the best of my ability. I confirm that the individual has not been pressured into giving consent, and the consent has been given freely and voluntarily.

One copy of this form will be given to the participant and the original kept in the project files.

..... [name of organisation]