



**University of
Nottingham**

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WELL (Western Excellence in Learning and Leadership) project Evaluation Information Sheet

Dear Headteacher

You and your school are invited to participate in the evaluation of the WELL project. Before you agree, please read this information sheet about the evaluation. If you are happy to participate, please sign and return the consent form at the bottom.

About the evaluation:

The three-year (2021-2024) evaluation has been commissioned by the WELL project board and Cumbria County Council. It is being conducted by a team based at the University of Nottingham: Professor Toby Greany, Dr Mike Adkins and Dr Georgina Hudson, together with Professor Philippa Cordingley and Bart Crisp from CUREE.

We will seek to provide formative feedback on how the overall project is working and gather summative evidence on impact over time. The evaluation is structured in two strands:

- Implementation and Process Evaluation (IPE). Data collection methods will include: three online surveys, school case studies, observations of sessions/events; interviews with key stakeholders, and supporting action research by schools.
- Impact Evaluation: drawing on pupil assessment and demographic data from national sources (e.g. National Pupil Database) and participating schools.

Evaluation reports and findings will be published annually and in a final report. The evaluation findings will also be shared in one or more academic publications, such as journal articles.

What this means for your school:

All schools that participate in WELL are invited to contribute to the evaluation. For example, all headteachers will be asked to complete one or more surveys over the three years. Schools are also invited to participate in as a case study and/or in the action research. As headteacher of the school you are asked to complete one or both of the consent forms below.

Case study:

If your school is selected as a case study, we will interview you and selected members of your staff on a termly basis. We might also undertake visits and observations of WELL-related activities and gather relevant documents, such as your school improvement plan. Schools can opt to be a case study for one, two, or three years. There is an option to indicate this on the consent form.



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Action research:

The research team talked through the action research approach at the workshops in October. You and your team would be expected to attend workshops or coaching sessions each half term (online and face to face), to identify and research a question that relates to your WELL-funded improvement work, and to produce a short case report which captures your findings each year.

Head teachers and their schools can choose to participate for one year, two years, or three years in the action research. It is possible to approach participation flexibly; for example, if you select 'one year' now, you could extend this to two to three years later.

There are two strands to the action research. We suggest that you select one strand, since participation in both strands simultaneously will be more demanding:

- Strand One – How (successfully) are we using evidence to inform our school's improvement journey and work?
- Strand Two – To what extent, and how, does participation in the Cumbrian Award impact on student outcomes and school-wide approaches to teaching and curriculum?

Anonymity:

Case study schools (as well as any staff within them) will be anonymised in the evaluation reports. However, if you and your staff participate in the action research, the school will be named in any reports (although individuals within the school will be anonymised).

Individuals who are interviewed for the evaluation will be asked to complete a separate consent form.



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Evaluation Participant Privacy Notice

We collect personal data under the terms of the University's Royal Charter in our capacity as a teaching and research body to advance education and learning. The specific purposes for data collection on this occasion is the evaluation of the WELL project.

The legal basis for processing your personal data on this occasion is Article 6(1a) consent of the data subject.

The University may store your data for up to 25 years and for a period of no less than 7 years after the research project finishes. The researchers who gathered or processed the data may also store the data indefinitely and reuse it in future research. Measures to safeguard your stored data include its storage only on password protected personal devices and on the University's secure (Office 365) computer system, which will be accessible to the researchers only.

For information about the University's obligations with respect to your data, who you can get in touch with and your rights as a data subject, please visit: <https://www.nottingham.ac.uk/utilities/privacy.aspx>.



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**WELL (Western Excellence in Learning and Leadership) project
Consent Form 1 – to be completed by Case Study school headteachers**

If you have any queries and to return this form please contact:

Professor Toby Greany: toby.greany@nottingham.ac.uk

I have read the research information sheet and participant privacy notice and understand the purpose of the evaluation.

I understand what my school's involvement in the evaluation will be and agree to take part as a case study school.

I am aware that by agreeing to my school's participation in the above activities, I and members of my staff will be expected to contribute our time and insights to the evaluation.

I understand that all research notes and audio recordings from our participation will be stored temporarily on password protected devices and then transferred to the University of Nottingham's secure computer system, accessible to the researchers only.

I appreciate that if my school participates as a case study, both the school and any individual members of my staff within it will be anonymised in any reports or publications based on the evaluation.

I am aware that I can decide to withdraw my school from the evaluation at any time and that, if I wish to make a complaint relating to my involvement in the research, I may contact the Research Ethics Coordinator of the School of Education, University of Nottingham by emailing: educationresearchethics@nottingham.ac.uk

I commit to my school being a case study for:

- One year (2021-22)
- Two years (2021-2023)
- Three years (2021-2024)

Signed (Headteacher) Name of school:

Print name Date

Email address



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**WELL (Western Excellence in Learning and Leadership) project
Consent Form 2 – to be completed by Action Research school headteachers**

If you have any queries and to return this form please contact: Toby Greany - toby.greany@nottingham.ac.uk

I have read the research information sheet and participant privacy notice and understand the purpose of the evaluation.

I understand what my school’s involvement in the evaluation will be and agree to take part in the action research.

I am aware that by agreeing to my school’s participation in the above activities, I and members of my staff will be expected to contribute our time and insights to the evaluation.

I understand that all research notes and audio recordings from our participation will be stored temporarily on password protected devices and then transferred to the University of Nottingham’s secure computer system, accessible to the researchers only.

I appreciate that if my school participates in the action research, the school may be named in any reports or publications based on the evaluation. However, individual members of my staff within it will be anonymised.

I am aware that I can decide to withdraw my school from the action research at any time and that, if I wish to make a complaint relating to my involvement in the research, I may contact the Research Ethics Coordinator of the School of Education, University of Nottingham by emailing: educationresearchethics@nottingham.ac.uk

I would like to participate in:

- Strand One – How (successfully) are we using evidence to inform our school’s improvement journey and work?
- Strand Two – To what extent, and how, does participation in the Cumbrian Award impact on student outcomes and school-wide approaches to teaching and curriculum?

I commit to my school participating in the action research for:

- One year (2021-22)
- Two years (2021-2023)
- Three years (2021-2024)

Signed (Headteacher) Name of school:

Print name Date

Email address