

Erin Carlisle

From: research@cem.edu.au
Sent: Friday, 15 February 2019 2:20 PM
To: Joann Fildes; Youth Survey
Cc: research@cem.edu.au
Subject: Research Application 0850: Outcome (Approved)

Dear Dr Fildes

Congratulations, your research application, 0850 - 'Mission Australia Youth Survey 2019', has been approved by Catholic Education Melbourne.

I am pleased to advise that your research application is approved in principle subject to the eight standard conditions outlined below.

1. The decision as to whether or not research can proceed in a school rests with the school's principal, so you will need to obtain their approval directly before commencing any research activity. You should provide the principal with an outline of your research proposal and indicate what will be asked of the school. A copy of this email of approval, and a copy of notification of approval from your organisation's/university's Ethics Committee, should also be provided.
2. A copy of the approval notification from your institution's Ethics Committee must be forwarded to this Office (if not already provided), together with any modifications to your research protocol requested by the Committee. You may not start any research in Catholic schools until this step has been completed.
3. A Working with Children (WWC) check – or registration with the Victorian Institute of Teaching (VIT) – is necessary for all researchers visiting schools. Appropriate documentation must be shown to the principal before starting the research in the school.
4. No student is to participate in the research study unless s/he is willing to do so and consent is given by a parent/guardian.
5. Any substantial modifications to the research proposal, or additional research involving use of the data collected, will require a further research application to be submitted to Catholic Education Melbourne.
6. Data relating to individuals or the school are to remain confidential and protected in line with the Privacy Act 1988 (Commonwealth).
7. Since participating schools have an interest in research findings, you should consider ways in which the results of the study could be made available for the benefit of the school community.
8. At the conclusion of the study, a copy or summary of the research findings should be forwarded to Catholic Education Melbourne. It would be appreciated if you could submit this via email to research@cem.edu.au.

I wish you well with your research study. The information provided in your proposal is now closed for further changes. If you have any queries concerning this matter or need to make amendments in the future, please contact research@cem.edu.au.

Yours sincerely

Ms Anna Rados
Acting Assistant Director
Enterprise Services
Catholic Education Melbourne