

July 2020

PROJECT TITLE: Developing a STEM mobile makerspace programme and maker educator learning resources

Research Team: Dr Elaine Khoo, Professor Bronwen Cowie (University of Waikato) with Loryn Rogers and Aaron Martin (Hamilton City Libraries)

Dear Parent / guardian

We, researchers from the University of Waikato in collaboration with Hamilton City Libraries, are conducting a study to develop staff capacity to strengthen the LAB programme and to promote children's engagement with STEM (Science, Technology, Engineering, and Mathematics) activities. The project is funded under the Unlocking Curious Minds (UCM) initiative by the Ministry of Business, Innovation and Employment (MBIE).

As part of the study, we ask for your voluntary participation for the following activities.

- (i) Observing your child's and your involvement during the LAB programme
 - We will take notes and photographs of the LAB sessions in action, including children's interactions with library staff and other participants in the programme.
 - Before we take any photos of your child we will explain and check with your child to see if he/she is happy for us to do so.
 - If you or your child do not consent to being photographed, no photos will be taken of them.
 - Even if your child agrees to be photographed and talk to us one time they can refuse to do so at another time or day without giving a reason.
 - You and your child's participation or non-participation in the research study will not affect involvement in the LAB programme in anyway.
- (ii) Taking part in an interview with you and your child about your experiences in the LAB.
 - The interview will take 15 minutes and be held at a time and place of your convenience.
 - We would like to audio record the interview and take notes of key points raised.
 - You will have the opportunity to review, amend, and delete the key points from the interview.
- (iii) A short anonymous online survey
 - Complete a short 10 minutes survey about the LAB programme.

What will happen to the information?

- You can ask to see any information we have collected from you and your child at any time.
- All information will be stored securely and destroyed after five years.
- You can withdraw any/ all of your information at any time up until the end of the school term by informing one of the research team members. There will be no impact on you/ my child's participation in the LAB programme and you just need to inform one of the researchers.
- The research team's analysis of the information collected from the children in the LAB programme, and that of your child's information will be included in a report to the Ministry of Business, Innovation and Employment (MBIE).
- The research team will use what they learn to write papers for journals and in presentations.
- The library staff will share ideas learned with other library staff.
- A copy of the report will be available at the Hamilton City Libraries and posted on the University website.
- Codes will be used to replace children and parents' names in any reports.

This research has been approved by the University of Waikato Faculty of Education Ethics Committee on 21st February 2020. Approval number: FEDU009/20.

Wider use of information, including photos, by the Unlocking Curious Minds Programme

- The Curious Minds programme partners, including the project organiser, MBIE (the Ministry of Business, Innovation and Employment), the Ministry of Education, and the Office of the Prime Minister’s Chief Science Advisor, may use some of the photos the research team takes for promotional purposes in the future. These photos may be cropped, altered, transformed or reproduced in any way and may be combined with other works or text.

We would appreciate you and your child’s willingness to be part of our study. If you have any queries about this project you may contact Aaron or Elaine (elaine.khoo@waikato.ac.nz).

Yours sincerely,

Elaine Khoo
On behalf of the research team

Consent Form –LAB caregivers/parents

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In signing this form, I acknowledge that:

- I have been given and have understood an explanation of the research project.
- I have had an opportunity to ask questions and have them answered.
- My and my child’s participation is voluntary.
- I may withdraw any information that I and my child contribute up until the end of the term.
- My name and my child’s name will not be included in any information reported on the LAB programme.
- The information gathered from me and my child will be kept securely for 5 years.
- This form will be kept for 5 years.

I give my informed consent for (please tick):

	Yes	No
<p>(i) Me and my child to be observed and photos taken during the LAB programme.</p> <p>In giving this consent I understand Curious Minds programme partners, including the project organiser, MBIE (the Ministry of Business, Innovation and Employment), the Ministry of Education, and the Office of the Prime Minister’s Chief Science Advisor, may use the photographs for promotional purposes in the future. Images may be cropped, altered, transformed or reproduced in any way and may be combined with other works or text.</p> <p>I release Curious Minds’ partners from any claims and demands in connection with the photographs and/or film.</p>		
(ii) To be contacted for a short 15-minute interview with myself and my child		
(iii) Answer a short anonymous online survey		

Signed: _____

Name: _____

Name of my child: _____

Best way to contact you for the interview (email or phone): _____

Date: _____

Please return the signed form to Elaine Khoo, The University of Waikato
Email: elaine.khoo@waikato.ac.nz or 8384466 extn6260

Please note: A printed copy of this form will be available for you to sign when you arrive on the first day of the programme.

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