



HILLCROSS PRIMARY SCHOOL

Ashridge Way, Morden, Surrey, SM4 4EE

Tel: 020 8542 6936 / Fax: 020 7345 1832

info@hillcross.merton.sch.uk

Headteacher: Mrs Lisa Francis

20th September 2016

Dear Parents and Carers,

Y4 & 5 Achievement for All Project, in conjunction with the University of Manchester

As part of our school development priorities, we have registered to take part in a well-recognised project run by the Educational Endowment Foundation over the next two academic years. The Achievement for All project aims to maximise children's learning and experience of school.

As part of the project, we will be working with the University of Manchester to analyse data which we collect about progress in English, Maths and attendance to see what impact the project has on schools.

During the project, you child will be asked to complete a short survey about their attitudes to school based on a 5 point scale. There will be no direct contact between the research team and the children, and all data will be anonymised for analysis.

I have attached a detailed information sheet about the project for your information. Please take time to read this carefully this week in order to decide if you are happy your child to be included within this project. You only need to respond should you wish to opt **out**.

Should you have any questions regarding the school's involvement, please do not hesitate to contact me.

Thank you, in advance, for your support in this matter.

Yours sincerely,

Graeme Page

Deputy Headteacher



ACHIEVEMENT FOR ALL – Randomised Controlled Trial

PARENTAL CONSENT FORM

An information sheet is attached to this form. Please read it carefully before making a decision about taking part in the study.

If you are willing to allow your child to take part then you do not need to do anything at the moment. In consenting, you are also giving your permission for your child to complete the 13 questions in the online survey.

If you decide not to take part, then you need to complete the opt-out consent form below and return it to:

FREEPOST RLYU-KAAB-AXRC
 Dr. Sophina Choudry
 Manchester Institute of Education
 University of Manchester
 Oxford road, Manchester
 M13 9PL

Alternatively, Dr. Choudry can be contacted by telephone on 0161 275 3534 or email at sophina.choudry@manchester.ac.uk . If you do not wish to participate please let us know by 23rd September 2016.

Finally, please also remember that if you do decide to take part, you are free to change your mind at any point in the study up to the end of the study in July 2019. Just let us know and we will destroy any data generated in relation to your child.

I **do not** wish my child to participate in the Achievement for All research conducted by the University of Manchester.

Name of child	
Sex of child	
Year group	
Name of school	Hillcross Primary School
Local Authority (if known)	London Borough of Merton
Signature (Parent/Guardian)	
Date	

Return this slip to:

FREEPOST RLYU-KAAB-AXRC
 Dr. Sophina Choudry
 Manchester Institute of Education
 The University of Manchester
 Ellen Wilkinson Building
 Oxford Road
 Manchester
 M13 9PL

ACHIEVEMENT FOR ALL – Randomised Controlled Trial

INFORMATION SHEET FOR PARENTS

Your child's school has agreed to participate in a research project being run by the University of Manchester. We have been commissioned by the Educational Endowment Foundation to evaluate a programme called Achievement for All. The aim of Achievement for All is to improve children's learning and experience of school.

We are writing to you because your child's school is involved in the project. We will be making use of information that is routinely collected by the school about progress in English, Maths and attendance. We will ask for this information from the National Pupil Database. To see whether Achievement for All makes a difference or not, we will randomly allocate half of the schools to receive the programme and half of the schools will carry on as normal.

We will also ask pupils who are in Year 4 and Year 5 in the school year 2016/17 to complete a short questionnaire in Sep/Oct 2016 and again in May/Jun 2018 to see if Achievement for All improves their resilience.

Please take time to read the following information carefully and decide whether or not you would like your child to take part.

If you would like any more information or have any questions about the research project, please telephone Dr. Sophina Choudry on 0161 275 3534 or email her at sophina.choudry@manchester.ac.uk.

Who will conduct the research?

The research will be conducted by Dr. Garry Squires and other staff in the School of Environment, Education and Development, University of Manchester, Oxford Road, Manchester M13 9PL.

Title of the research

Achievement for All – Randomised Controlled Trial

What is the aim of the research?

Our main aim is to find out what impact Achievement for All has on outcomes for children.

Where will the research be conducted?

In primary schools in England.

What is the duration of the research?

The project runs from September 2016 until August 2020.

Why have I been chosen?

We are writing to you because your child's school is taking part in the Achievement for All research project.

Schools normally review how they are approaching teaching and learning and then plan to make changes. Achievement for All is a scheme in which the schools can receive support in this planning from a coach. The Achievement for All coach will visit the school 12 times in each year of the project to work with teachers. The programme will focus on four key areas: School Leadership; Teaching and Learning; Wider Outcomes and Opportunities; and, Engaging parents and carers. As part of the schools planning, there will be opportunities identified for teacher training and development. As well as thinking about all of the pupils in the school, teachers will be asked to focus on how a target group of Year 4 and Year 5 pupils that teachers think need more support.

In this research project we want to know if Achievement for All makes a difference to how well children do in English and Maths. We also want to know if it improves attendance and improves how children feel about themselves.

Schools will be randomly chosen to (a) implement the Achievement for All Schools programme over a two-year period (Achievement for All schools), or (b) continue as normal (comparison schools). This means that your child may be in an Achievement for All school or may be in a school that is continuing as normal.

We will be collecting data in both Achievement for All and comparison schools. After two years, all schools will be free to decide whether they wish to start/continue using the Achievement for All.

Your child is in one of the target year groups (Years 4 and Year 5 in the school year 2016/17) that we want to find out about.

What would my child be asked to do?

- Complete a short survey of 13 items that looks at how they feel about themselves, the involvement of their family in schooling, engagement with school, and their goals and aspirations.
- An example item is "I can do most things if I try" and the response is on a 5-point scale (where 1 = Never and 5 = Always).
- The survey will be completed twice: once in September/October 2016 and again in May/June 2018

We are giving you the opportunity to opt your child out of the study. If you do not opt out then you will be considered to be giving permission for your child to complete the survey. If you do not opt out but then change your mind later, we can remove your child's data from our records.

There will be no direct contact between any of our research team and your child for this part of the research project.

In consenting to your child's participation, you are also giving permission that for the purpose of the study, information provided will be linked with the National Pupil Database (held by the Department for Education), other official records, and shared with the Department for Education, Education Endowment Foundation (EEF), EEF's data contractor FFT Education, and in an anonymised form to the UK Data Archive.

What happens to the data collected?

The data will be analysed by our research team at the University of Manchester. We will write a report based on our analyses for the Education Endowment Fund. It is also likely that we will write articles for academic journals based on what we find out in the project. Finally, it is possible that we will write a book about the research. Your child's name will not be used in any of the reports that we write.

How is confidentiality maintained?

All data provided will be treated as confidential and will be completely anonymous. Identifying information (e.g. your child's name) will only be used in order to match responses to data from the National Pupils Database on English, Maths and attendance. After this matching process is complete all identifying information will be destroyed.

The website that houses the survey will be completely secure and password protected. All survey data will be stored on a secure, password protected drive to which only senior members of the research team have access.

What happens if I do not want my child to take part or I change my mind?

It is up to you if you want your child to take part.

If you decide that your child can take part you do not need to do anything.

If you decide **not to allow your child to take part**, then you need to either complete the opt-out consent form enclosed and return it to our research team at the address above or contact Dr. Sophina Choudry by telephone or email (details below) by 23rd September 2016.

If you decide your child can take part and then change your mind, you are free to withdraw them from the study without needing to give a reason by contacting Dr. Sophina Choudry by telephone or email. We will send annual reminders about the study, but you can opt your child out at any time up until the end of the study, in summer 2019. If you do opt out, please rest assured that we will destroy any data collected about your child as part of the study.

Will I be paid for participating in the research?

We are not able to offer any payment or incentive for participating in this study.

Criminal Records Check

Every member of our research team has undergone a Disclosure and Barring Service check at the Enhanced Disclosure level.

Contact for further information

Dr Sophina Choudry
Manchester Institute of Education
University of Manchester
Oxford Road
Manchester
M13 9PL
Tel: 0161 275 3534
Email: sophina.choudry@manchester.ac.uk

Also, please see our website for further details: www.afatrial.info

What if something goes wrong?

If completing the survey makes you worry about your child's wellbeing then you should contact his/her school in the first instance and ask to speak to the Achievement for All project link teacher.

If you have further concerns then contact Dr. Sophina Choudry (details above).

What if I want to complain?

If you wish to complain, you should contact Dr. Sophina Choudry in the first instance (contact details above).

If you remain dissatisfied, or if the research team is unable to address the issues you raise you should contact the Head of School, Prof Tim Allott (School of Environment, Education and Development), at Tim.Allott@manchester.ac.uk or on 0161 275 3662.

If there are any issues regarding this research that you would prefer not to discuss with members of the research team or Head of School, please contact the Research Practice and Governance Co-ordinator by either writing to 'The Research Practice and Governance Co-ordinator, Research Office, Christie Building, The University of Manchester, Oxford Road, Manchester M13 9PL', by emailing: research.complaints@manchester.ac.uk, or by telephoning 0161 275 7583 or 275 8093

Achievement for All RCT summary for parents

