



Dear Headteacher,

I am writing to seek your permission to work with history colleagues and a sample of their students as part of a research study that I am conducting into the impact on students' knowledge and understanding of the women's suffrage movement, of materials generated by the Historical Association (HA) for classroom use.

I am approaching you because your colleague in the history department _____ has indicated that they are interested in using the Historical Association materials and would be willing, with your blessing, to administer a short pre- and post-intervention survey.

This research also hopes to assess the impact the materials might have on young people's democratic engagement.

This research involves a pre- and post-intervention survey. The first stage is the administering of an online electronic survey or quiz to any classes you are thinking of using the HA materials with (see appendix 1, for questions). This will give me an idea of the knowledge pupils' hold about suffrage prior to the use of the materials. The survey could be set as homework or class-based quiz activity – it will take about 20 minutes to complete.

For now, with your permission, I hope it is OK for your history teacher to administer the research. The teachers can choose the classes that are most convenient for them and for the school. All they would need to do is share the login with pupils.

All participants will be made anonymous in all research reports. I would also not be making any judgments about what students said. Students will generate their own unique identifier to facilitate the pre- and post-intervention survey – which means that I will not be able to trace individuals. Results are aggregated and will not be attributed to individual schools or teachers. The data collected will be kept strictly confidential, will be available only to me, and will not be used for additional purposes without the further consent of all involved being obtained. All data will be destroyed at the end of the research and kept in locked or password-protected conditions until then.

If you would be willing to take part, please let us know by completing the attached slip, and either posting it to me or sending it electronically from your school email address.

Oxford University has strict ethical procedures on conducting research. The project has been approved by the university's Central Ethics Committee and will follow the ethical guidelines published by the British Educational Research Association (www.bera.ac.uk/content/ethical-guidelines). Liam Gearon is head of the Departmental Research Ethics Committee that has approved this research and if you have any questions about this process he can be contacted on liam.gearon@education.ox.ac.uk.



Your participation in this research would be entirely voluntary. I fully realise how busy you are and will completely understand if you decide you do not wish to take part. You would also be free to change your mind and withdraw from the study at any time.

If you have any further questions about this study, I shall be pleased to answer these; please do not hesitate to get in touch, preferably by email.

Thank you for your time and attention. I look forward to hearing from you.

Yours sincerely,

Dr Jason Todd
PGCE Tutor in History

Please return this slip to jason.todd@education.ox.ac.uk or by post to Jason Todd, OXFORD UNIVERSITY DEPARTMENT OF EDUCATION, 15 Norham Gardens, Oxford OX2 6PY.

REPLY SLIP

A. Please tick/delete as appropriate, sign the slip and post it back to us at OXFORD UNIVERSITY DEPARTMENT OF EDUCATION. Alternatively, please complete it electronically and email it back to us from an official school email address (in which case there is no need for a signature).

- Yes, I would be willing for you to invite my students to take part in this study by completing a survey about suffrage.
- No thank you, I would not like to take part in this study.

B. Your name: _____ Your signature: _____

Date: _____

THANK YOU FOR YOUR SUPPORT WITH THIS PROJECT!