



Exploring parent and carer knowledge, confidence and access to information when requesting an Education, Health and Care Needs Assessment

My name is Eleanor Newbery, and I am inviting you to take in part in my research. I am a Trainee Educational Psychology student at UCL, Institute of Education.

I am hoping to hear from parents and carers who have requested an Education Health and Care Needs Assessment (EHCNA) for their child since 2015.

Why am I doing this research?

I am interested in understanding what support parents/carers get when applying for an Education Health and Care Needs Assessment (EHCNA) for their child, and how this varies between different people. I am also interested in how much parents/carers know about the SEND legislation, and how clear they think it is.

The research aims to inform future support and information available to parents/carers when they are applying for an Education Health and Care Needs Assessment (EHCNA) for their child.

What will happen if I choose to take part?

If you choose to take part, there is a **short online survey to complete**. I would anticipate that this survey would take around 10-15 minutes. If you are happy to be contacted about a follow-up interview, you will be asked to leave your email address and may be contacted about this. You do not need to participate in a follow-up interview, this is optional.

Any **follow up interviews** will be conducted online over Microsoft Teams or Zoom. They will last approximately 30 minutes. They will be held at a time that is convenient for you. The interview will be audio recorded to ensure I can remember everything that has been said, and I may also take notes during the process. You will be given the choice whether you are happy for the interview to be video recorded. This is optional.

If you would like to be involved, please complete [the survey](#), by 31st January 2024.

Contact for further information

If you have any further questions, you can contact me at eleanor.newbery.20@ucl.ac.uk.

All research has been reviewed and approved by the UCL IOE Research Ethics Committee prior to any data collection.

Thank you very much for taking the time to read this information sheet.

Frequently asked questions



Why am I being invited to take part? You are being invited to participate in this research because you are a parent/carer who has requested an Education Health and Care Needs Assessment (EHCNA) for your child.

Who is carrying out the research? I am carrying out the research as part of my doctoral training. I am being supervised by Dr Jo Van Herwegen and Dr Jeremy Monsen.

Will anyone know that I have been involved? Your involvement in the research will be kept anonymous. We will give you a different name and not refer to your local authority or school.

What will happen to the results of the research? The research will be written up into a report and submitted as part of my doctoral studies. The report may be considered for publication in an academic journal. You will be asked whether you would like to receive a summary of the data once completed. If you would like to receive this, you will be asked to leave your email address. Once the report has been shared with you, your email address will be permanently deleted.

Do I have to take part? It is entirely up to you whether you choose to take part. I hope that if you do choose to be involved then you will find it a positive experience.

Can I withdraw my response once I have completed the survey? If you want to withdraw from the survey before submitting your answers, you can do so by closing the browser. After submitting the survey, unless you choose to leave your email address, it will not be possible to withdraw your data as your response will not be identifiable.

Can I withdraw from the interview? If you change your mind at any point, you have the right to withdraw from the interview without explanation. If you choose to withdraw your data will be permanently deleted and not included in the research. You can withdraw at any point up until 31st March 2024 when the research will have been written up.

What will happen to my data?

Data Protection Privacy Notice: The controller for this project will be University College London (UCL). The UCL Data Protection Officer provides oversight of UCL activities involving the processing of personal data and can be contacted at data-protection@ucl.ac.uk.

This 'local' privacy notice sets out the information that applies to this particular study. Further information on how UCL uses participant information from research studies can be found in our 'general' privacy notice for participants in research studies [here](#).

The information that is required to be provided to participants under data protection legislation (GDPR and DPA 2018) is provided across both the 'local' and 'general' privacy notices. The lawful basis that will be used to process any personal details: 'Public task' for personal data and 'Research purposes' for special category data.

If you are concerned about how your personal data is being processed, or if you would like to contact us about your rights, please contact UCL in the first instance at data-protection@ucl.ac.uk.