

**(Header will feature Queenwood School and ECU logos once ethics approvals are granted)**

## **Building Readers for Life: A Sustained Silent Reading Program**

Dear Parent,

We are the QLiteracy Committee led by Kim Elith and Gabrielle Mace. We are conducting a project that will seek to discover how the imbedding of a silent reading program in the daily timetable will influence students' attitudes toward reading as well as their literacy attainment. This project will be supported by academic reading mentor Dr Margaret Merga (from Edith Cowan University). This project will collect data from consenting students in Years 4-12, and it will also collect anonymous data from teachers. There is limited current research that identifies barriers to daily silent reading and thus, this research can potentially provide a crucial foundation for future growth in this area. The project is being conducted as part of the key literacy initiatives identified by the QLiteracy Committee and Kim Elith, Director of Curriculum. This study has been funded by a 2020-2021 Association of Independent Schools of New South Wales (AISNSW) School Based Research Grant.

### **What does participation in the research project involve?**

To take part in the project, students from Year 4 to Year 12 will do three surveys online. Each survey will take less than 10 minutes to complete completing a survey online at three intervals: prior to the implementation of the silent reading programme (December 2019), at the midpoint of implementation (July, 2020) and at the end of data collection for the programme (December, 2020). All participants will remain completely anonymous. If your child provides any information within the survey that makes them identifiable, this information will be redacted and confidentiality is assured.

All of the students in Years 4-10 at our school will be sitting PAT assessments as part of our measurement of literacy at the school. If you agree that your child can take part in our study, and they are in Years 4-10, we will analyse their data as part of the study. As soon as possible, we will remove their name from this data, and we will not report on any individual's scores.

### **To what extent is participation in the data collection voluntary, and what are the implications of withdrawing that participation?**

Participation in this data collection is entirely voluntary. Decisions of participation will not affect the relationship with the participant or school. Withdrawal of survey data or assessment data provided can be made up to the point of data collection (January 2020) as it will not be possible to withdraw data after that time, as no identifying information will be collected in the survey.

Withdrawal of PAT data provided can be made up to the point of data analysis (February 2021)

Your child will still need to complete the PAT assessments if they are in Years 4-10, however, their data will not be analysed as part of the project if you do not consent to their involvement. Your child will also be asked to provide consent in order to participate, so we encourage you to discuss this project with them.

**What will happen to the information collected, and is privacy and confidentiality assured?**

Information that identifies any participant will be removed from the data collected. The data is then stored securely on a password protected school server and can only be accessed by the researchers. The data will be stored for a minimum period of 7 years, after which it will be destroyed. This will be achieved by deletion of all copies of electronic data recordings, as well as shredding and disposal of all hard copies.

The identity of participants will not be disclosed at any time, except in circumstances that require reporting under mandatory reporting *Child Protection* policy, or where we are legally required to disclose that information. Participant privacy, and the confidentiality of information disclosed by participants, is assured at all other times. The data will be used only for this project, and will not be used in any extended or future research without first obtaining explicit written consent from participants.

You will hear about the findings from the project through updates from the QLiteracy Committee.

If you would like to discuss any aspect of this study with the researchers, please contact Kim Elith (Queenwood) or Margaret Merga (ECU). If you have had all questions about the project answered to your satisfaction, and are willing for your child to participate, please sign the consent form and return it to your school. This information letter is for you to keep.

With thanks,

Kim Elith and Gabrielle Mace (on behalf of the QLiteracy Committee)

6 Queen Street

Mosman NSW 2088

+61 2 8968 7711

[gabrielle.mace@queenwood.nsw.edu.au](mailto:gabrielle.mace@queenwood.nsw.edu.au)

Margaret Merga

270 Joondalup Dr

Joondalup WA 6027

+61 8 6304 5797

[m.merga@ecu.edu.au](mailto:m.merga@ecu.edu.au)

---

## Consent Form

I have been provided with a copy of the Information Letter, explaining the research study. I have read and understood the information provided. I am aware that if I have any questions I can ask the researchers using the contact details provided. I understand that the information that my child provides will not be shared with anybody without my permission. I understand that the information provided by my child will only be used for this research project, and that they will only take part in the study with my (and their) consent. I am (and they are) free to withdraw from participation up to the point of data collection. I do not have to give any reason for changing my mind and there will be no negative repercussions for my child or my family. I agree to my child's participation in the project.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: / /

The HREC ref number for this project is 2019-00846-MERGA. This project has ethics approval from ECU (date). If you have any concerns or complaints about the research project, contact:  
Research Ethics Team  
Edith Cowan University  
270 Joondalup Drive  
JOONDALUP WA 6027  
Phone: (08) 6304 2170  
Email: [research.ethics@ecu.edu.au](mailto:research.ethics@ecu.edu.au)