



STAND TOGETHER

Supporting children's social and emotional wellbeing in schools

Information leaflet for Headteachers

Version 2.8, 03.11.2020, Protocol Version 2.0 16/09/2020

Thank you for showing an interest in this research about finding ways to reduce bullying and promote wellbeing of primary school children in the UK.

Please read this information leaflet carefully before deciding whether or not you would like to participate. We hope you will find this an interesting and important project.

If you decide not to take part, there is no disadvantage to you of any kind.

Introduction

In UK primary schools over 1 in 5 pupils are bullied on a weekly basis. Bullying can lead to poor mental health, impact academic performance, and increase the risk of behavioural problems later in life.

What is the aim of the trial?

This trial aims to find out if **KiVa**, an antibullying programme, is better than usual practice at reducing school bullying and promoting the wellbeing of Key Stage 2 (KS2) pupils.

What is KiVa?

KiVa is an antibullying programme developed in Finland and involves class lessons delivered by teachers and online games to help pupils build strong and supportive relationships with each other. Pupils and teachers also learn how to deal with bullying. It also involves schoolwide elements e.g. parent/carer website, school assemblies and posters. **KiVa** covers over half of PSE/PSHE curriculum.

Will my school receive the programme?



We want to compare **KiVa** with usual antibullying strategies, so only half of the schools in the trial will be randomly selected to receive the **KiVa** programme. The other half of the schools will be our control schools who will continue with their usual antibullying practices.

What will happen, when will it happen and how long will it take?

Please see the flowchart on the next page.

What information will be collected?

Headteachers in both groups

- school's usual antibullying practices (start and end of trial)
 - can be delegated to a deputy/assistant Headteacher
 - information collected via zoom or telephone

School administrators in both groups

- school's demographic information (start of trial)
- pupil absenteeism (start and end of the trial) and pupil contact with the school about bullying (start of the trial)
- class registers to determine class size and to assign participant ID numbers (start and end of trial)
 - information collected via OneDrive, a secure online system

KS2 pupils in both groups

- questionnaires about their experience of bullying at school, how they feel about school in general, their general wellbeing (start and end of trial)



- Requires two researchers to visit the school and a member of school staff should be present while pupils complete questionnaires on an electronic tablet (or paper where requested).

Parents/carers in both groups

- questionnaire about how often they and/or their child have contacted the school and other services regarding bullying (parents will be invited to complete this information at the end of the trial – June 2022)
 - collected via Qualtrics, an online secure system, or paper copies supplied by us, which we can be returned to reception for us to collect.



Nov/Dec 2020

Researcher phone call with Headteacher and enrolment of the school into the trial (30-45 minutes).



January -April 2021

Remote collection of information from school administrator (30-45 minutes) and (assistant/deputy) Headteacher (30-45 minutes). Researcher visits the school to administer questionnaires to KS2 pupils and teachers (1-2 hours).



April – May 2021

Your school is randomised to either the KiVa group or the Usual Practice Group and the Headteacher is notified of the outcome.

KiVa group

Usual practice group

May-June 2021

Your school's nominated 'KiVa coordinator' and 'KiVa team lead' attend a two-day training course. They will train the rest of the KiVa team and the KS2 teachers in the programme at the school. You will also receive information on trial procedures.

May-June 2021

Receive information on trial procedures.

September 2021- July 2022

KS2 teachers deliver KiVa lessons (45 minutes) and complete a logbook (5 minutes) each fortnight. A researcher may visit your school to observe the KiVa lessons. Throughout the year, the KiVa team deals with bullying according to the scripted KiVa processes and forms.

September 2021 - July 2022

Continue with normal antibullying practices.

May-June 2022

Researcher visits school to administer questionnaires to KS2 pupils and teachers (1-2 hours). Researcher collects information from school administrator (30-45 minutes) and (assistant/deputy) Headteacher (30-45 minutes). Parents asked to fill in a short survey (10 minutes). Some staff, teachers and pupils may be randomly invited to take part in interviews (45 minutes).



[Site's logo]

May-June 2022

Researcher visits school to administer questionnaires to KS2 pupils and teachers (**1-2 hours**). Researcher collects information from school administrator (**30-45 minutes**) and (assistant/deputy) Headteacher (**30-45 minutes**). Parents asked to fill in a short survey (**10 minutes**). Some staff may be randomly invited to take part in interviews (**45 minutes**).



KS2 teachers in both groups

- required: questionnaire about the behaviour and wellbeing of *each* of their pupils (start and end of trial)
- optional: questionnaire about their wellbeing and confidence in dealing with bullying (start and end of trial)
 - information collected via Qualtrics, an online secure system

Teachers in KiVa Group only

- Lesson Record Book for each lesson
- A record of bullying incidents using the **KiVa** forms and protocol completed by **KiVa** Team
- Checklists completed by KiVa coordinator each term
 - Information collected via paper supplied by us, which we can be returned to reception for us to collect.
- Researchers will visit a random sample of schools to monitor the progress of the **KiVa** lessons



How can we take part with COVID restrictions in place?

We have amended our protocols and received updated ethical approval from Bangor University to carry out this research whilst COVID-19 restrictions are in place.

We have moved communication with schools, and teacher data collection, online. Researchers will visit the school to guide

children through their questionnaires via electronic tablets. All staff will have completed mandatory COVID training and will adhere strictly to contact tracing procedures (<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>) as well as the school-specific COVID-secure procedures. Please be aware that NHS and government guidance that is current at the time of your visit will be followed to protect participants and researchers from COVID-19 infection/transmission. Our researchers will not come to your school if they feel unwell. During the class visits the researchers will be wearing a face covering, will use hand sanitiser and will remain 2 meters away whenever possible. They will have thoroughly cleaned and sanitised the electronic tablets before the children use them.

Costs and benefits

All schools **who participate in the trial and provide data** are eligible to receive a maximum of **£308** for helping researchers gather information. The amount paid will depend on what information is provided. Schools in previous projects used their participation as positive **evidence to support teachers' professional learning**. Taking part in this project will help us figure out ways to reduce bullying - a national priority.

For **KiVa** Schools, most of the running costs (usually £600-1000 depending on class size) will be covered by funding arranged by the researchers (the researcher will give you more information). However, teacher supply cover and travel for the two-day **KiVa**

training **will not** be covered. There will be no financial costs for Control Schools.

What will happen to the information?

Researchers at Cardiff University will store the trial data, and along with Stand Together researchers, will analyse the findings. We would like to publish these findings and present them at conferences so other people working in this area can learn about our work. We will produce a summary of our findings which we will send to you.



Privacy and safety

- ✓ All information we collect is stored securely and confidentially and only the research team have access to it
- ✓ All researchers who come into your school will have enhanced DBS checks.
- ✓ Individuals' information will be collected and stored using an identification number, not their name
- ✓ Individual teachers, pupils, schools or other people not identified when we are writing any report
- ✓ school staff member will also be present when researchers are conducting trial procedures with pupils

Do I have to take part?

Whether your school takes part or not is completely up to you. If you do not take part in this trial, there will be no disadvantage to

you of any kind. You may also withdraw your school from the trial at any time without needing to provide a reason.

Consent

If you agree for your school to take part in this trial, we will ask you to sign a Memorandum of Understanding and a Consent Form. We will ask individual teachers for their consent to complete certain questionnaires. Parents/carers will be able to withdraw their child's information via a 'right to object' form, and we will obtain verbal assent from the pupils themselves. Individual staff, parents and pupils will be reassured that they can withdraw from the trial (without needing to provide a reason) until the end of the 2020/2021 school year (July 2021), after which the data will be analysed and unable to be withdrawn.

Ethical approval

This project has been reviewed and approved by the Bangor University School of Psychology ethics committee (application reference 2019-16592).

More information

More information can be found on the trial website

<https://standtogethertrial.weebly.com/>

If you have any questions about the **KiVa** programme, please contact your Stand Together researcher:

Name of site's contact (Institution)

Tel:

Email:

If you have any queries about the research project, please contact the Principal Investigator:

Professor Judy Hutchings (Bangor University)

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