

## Parent/Carer Information Sheet

### Research study: Young People Counselling Process Questionnaire

We thank you for your time in reading this information sheet. This research aims to develop a questionnaire to measure young people's experiences with counselling. Your child is interested in participating in this research interview, subject to your consent. To be eligible to participate in the study, your child must be aged 11–18, have attended at least four sessions of counselling, and have a working knowledge of English, i.e., have started learning and speaking English before the age of five.

The research interview will be conducted online via Microsoft Teams at a time convenient to you and your child. Your child will complete the counselling experience survey by thinking aloud and sharing their feedback on the understandability and suitability of the questions. Please see the attached sample questionnaire items. You do not need to be present during the interview. The research study will take approximately 60 to 90 minutes. The interview will be audio recorded using a digital voice recorder and transcribed with Microsoft Word 365. The recordings will be deleted at the end of the study in June 2026.

#### **Interview Process Overview**

##### **Step 1: Introduction and Consent**

- The interview will be conducted on Microsoft Teams at a mutually convenient date and time.
- Both you and your child will have the opportunity to ask any questions about the research.
- I will share my screen on Microsoft Teams so that your child can complete the survey.
- Consent to participate will be obtained from both you and your child.
- Your child will enter a memorable code on the survey, which they will share with you. Either of you can use this code to withdraw from the study at any time.
- After the consent process, your presence for the entire interview may not be necessary, but you should rejoin the debriefing if you were not present during the interview.
- We will use the "thinking aloud" method, where your child verbalises their thoughts as they answer the survey questions.
- Demographic details such as age and ethnicity will be collected anonymously.

##### **Step 2: Survey Completion**

- Your child will complete the survey while verbalising their thoughts.
- I will ask follow-up questions about any survey items your child finds challenging.

##### **Step 3: Post-Survey Debriefing**

- At the end of the interview, you will rejoin the debriefing process.
- You and your child can ask any additional questions.

##### **Step 4: Compensation**

- A £20 One4all Multi-Store Gift Card will be emailed as a token of appreciation.

##### ***Does my child have to take part?***

Participation in this research survey is entirely voluntary. If your child consents to participate and changes their mind, they can leave the study at any point without providing a reason until 31<sup>st</sup> January 2026. However, if you withdraw from the study after this date, your data may still be used in an aggregated form. You could quote the memorable code your child entered on the online survey to withdraw your child from the study.

***What are the possible disadvantages or risks involved in taking part?***

There are no expected risks for young people participating in this research study. However, some young people may experience slight discomfort answering questions about their counselling experience or giving up some time to complete the survey. If your child experiences any discomfort, they can withdraw from the study without providing a reason.

***What are the possible benefits of taking part?***

Some young people will find reflecting on their counselling experiences helpful. The information gathered from this research will contribute towards building knowledge on young people's counselling experiences and potentially benefit young people accessing counselling services.

***Confidentiality***

All information provided will be kept confidential and only accessible to research team members. The data collection, storage and processing will comply with the UK's General Data Protection Regulation 2018 and the University of Roehampton's data retention policies. All data included in the publication of this research and any subsequent research publications or presentations will be fully anonymised to ensure that no individual is identifiable.

***Safeguarding***

When a young person presents a risk of harm or is at risk of being harmed, the researcher will discuss this with the young person to determine the level of risk. If necessary, [Roehampton University's safeguarding procedures](#) will be triggered to ensure the YP's safety. After a safeguarding concern is identified, the researcher will inform the supervisory team, and the concern will be investigated by the Designated Safeguarding Lead to determine an appropriate course of action. This may include contacting the parents/carers and external organisations. If there is an immediate risk of significant harm, emergency services will be contacted.

***Anonymity and data storage***

All data generated from this study will be stored securely to the highest possible standard of confidentiality. Anonymised data generated from this study will be stored according to Roehampton University's Data Retention policy and may be used for publication, presentations, subsequent research projects, or data analyses. As per Roehampton's data storage policies, Anonymised research data will be retained for at least ten years after the completion of the project in 2025.

***What will happen to the results of the research study?***

The results of this research study will be written up in partial fulfilment of the requirements for the Doctorate in Counselling Psychology from the University of Roehampton. The results of this research may be published in academic journals, presented at conferences, or used for teaching purposes.

***Who is organising the research?***

The School of Psychology at the University of Roehampton is conducting this research. The project has been approved by the University of Roehampton's Ethics Committee.

**Please note:** If you are concerned about any aspect of your participation or have other queries, please raise this with the investigator. However, if you want to contact an independent party, please get in touch with the Director of Studies or the Dean of the School.

Thank you for your time in reading this information sheet.

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