



Hello!



**UNIVERSITY OF
BIRMINGHAM**

We are a team of researchers at Queen's University Belfast and the University of Birmingham. We are completing an exciting new study about school meals in secondary schools in Northern Ireland and England and your school is taking part.

Who can take part?

- Young people aged 11 to 15 years.

When will I take part?

- If you decide to take part, you will be given time in your normal school day. Your teacher can decide when will suit best and your teacher will stay with you.

What will I be asked to do?

We would like you to fill in a questionnaire.

Firstly, we will get to know you a little bit more, by asking some things about you such as your name, your date of birth and where you live.

There will be questions about food offered in your school, your school canteen, food education at school, school interaction with pupils, your own school lunch arrangements, the food situation in your home, your physical activity, your fruit and vegetable intake and knowledge and your well-being.

You will also be asked about what you have eaten in the last 24 hours. We call this a diet recall. We will collect 2 of these, on 2 different days at school.

Do I have to take part?

- No, definitely not. Discuss it with your parent / carer and decide what is best for you.
- If you and your parent / carer don't want you to take part they can complete the opt out form and return it to your school.
- When we come to your school to collect the questionnaire from you, we will check again if you are still happy to take part. You can stop at any time without giving a reason.

Why should I take part?

- You might help to improve school meals in the future. You will be given a £5 Amazon voucher as a thank you for taking part.



**UNIVERSITY OF
BIRMINGHAM**

FUNDED BY
NIHR | National Institute
for Health Research

What information will be collected from me and why is it collected?

- The personal information we will collect from you includes your full name, date of birth, school year group, home postcode, Free School Meals eligibility and uptake, usual school lunch consumption, money spent on food outside of school, physical activity levels, dietary information and food insecurity.
- The sensitive personal information we will collect from you includes your gender identity, ethnicity and wellbeing (quality of life).
- We collect your name and date of birth so that we can link your questionnaire answers to your parent/guardians questionnaire answers.
- We collect information on your characteristics such as your gender identity and ethnicity to tell us about the characteristics of the group of pupils taking part in the study. The other information that we are collecting from you is to answer the research questions.
- We will ask your school to tell us some information about you which is personal and sensitive personal information (if you are eligible to receive Free School Meals, whether English is an additional language for you, if you are registered as having special educational needs and your educational attainment). We are asking for this information in order to understand more about the relationship between different pupil characteristics and uptake of Free School Meals.

What will happen to the information I give you?

- We will remove your information from the online questionnaire software and store it safely. We will keep your information very safe and private for 10 years and then it will be destroyed.
- Your answers will be kept completely confidential, only the researchers will know what you have said and we will not share your responses with anyone. **However, we will alert your teacher if your answers suggest that you might need some extra help or support.**
- After we have collected information from all of the schools taking part, we will remove all names from the data, join the data and have a look at what it tells us.
- Finally, we write a report to share our findings with other researchers and with the public, but no-one will be able to identify you from the report.
- We will follow data protection law. For more information about how we look after your information, how to access your rights and who to contact if you have any queries or concerns about data protection please visit the Queen's University Belfast website - www.qub.ac.uk/privacynotice/Research/ListofResearchPrivacyNotices/PrivacyNoticeforResearchParticipants.html



UNIVERSITY OF
BIRMINGHAM



How do I contact you?

Please contact us at any time. No question is too small or too silly for us.

The best way to contact us is by using our study email address: canteenstudy@qub.ac.uk

Researcher contact for all schools in Northern Ireland:

Dr Sarah Moore, CANTEEN study Research Fellow, Centre for Public Health, School of Medicine Dentistry and Biomedical Sciences, Queen's University Belfast, Institute of Clinical Science Block A, Grosvenor Road, Belfast BT12 6BJ. Email: sarah.moore@qub.ac.uk. Tel: *Insert phone number*.

Researcher contact for all schools in England:

Estera Sevel, CANTEEN study Research Associate, Institute of Applied Health Research, College of Medical and Dental Sciences, The University of Birmingham, Murray Learning Centre, Edgbaston B15 2TT. Email: e.sevel@bham.ac.uk. Tel: 0121 414 2851 or 07729725735.

Contact for Further Information:

Professor Jayne Woodside, CANTEEN study Chief Investigator, Centre for Public Health, School of Medicine Dentistry and Biomedical Sciences, Queen's University Belfast, Institute of Clinical Science Block B, Grosvenor Road, Belfast BT12 6BJ. Email: j.woodside@qub.ac.uk. Tel: 028 9097 8942.

What if there is a problem?

- If you have any concerns about any aspects of the study, you can contact the CANTEEN study Chief Investigator, Professor Jayne Woodside (Tel: 028 9097 8942; Email j.woodside@qub.ac.uk).
- Should you remain unhappy and wish to make a formal complaint, you can contact the Research Governance Team at Queen's University Belfast (Tel: 028 9097 2529; Email: researchgovernance@qub.ac.uk).



Thank you for taking the time to read through our information.



UNIVERSITY OF
BIRMINGHAM

