

Dear Teacher,

My Money Week 2021 Evaluation – Teacher Consent

My Money Week is a national activity week run by Young Money every year for primary and secondary schools. It provides a fantastic opportunity for young people to gain the skills, knowledge and confidence in money matters to thrive in society. In 2021, My Money Week will run for the thirteenth consecutive year from 14th to 18th June.

The University of Edinburgh Business School has been asked by Young Money to conduct an evaluation of the impact of My Money Week in schools, on the knowledge, skills and confidence of both children and teachers. This evaluation is being funded by Santander. **We are seeking your consent to take part in this research.**

What does participation in the impact evaluation involve?

Taking part in the research involves committing to the following:

1. **Running My Money Week activities** in your school during the summer term of this academic year (May to June 2021). There is no requirement to use any specific resources or follow any specific plan during your school's My Money Week.
2. **Completing a post-My Money Week teacher survey** and getting your pupils to complete a post-My Money Week survey.
3. **Ensuring parental consent has been received for all pupils participating in post-My Money Week student surveys and/or student focus groups** (further information about this process will be provided separately by Young Money).

Additionally, we will be looking to conduct a small number of interviews with teachers and focus groups with pupils. Agreeing to take part in the impact evaluation and complete the surveys does not commit you to taking part in an interview/focus group, but we would be grateful if you could indicate whether you would be happy to be contacted further about this.

All surveys will be completed online via a link Young Money will send you. The surveys will take about 15 minutes to complete. We would ask that pupils be given the opportunity to complete the surveys in class time, and for younger pupils especially to be supported in answering the questions. The University of Edinburgh Business School will control the online survey link and be responsible for the data captured from the survey.

What is the benefit of taking part in the impact evaluation?

All participating schools will receive a one-year free subscription to the [Young Money Lesson Plans](#) (worth £95) and £50 on completion of young person surveys. The University of Edinburgh Business School will also provide an overview of the data relating to your school and pupils for your own assessment purposes and future planning.

The attached Participant Information Sheet provides further details on the research to ensure you are fully informed before giving your consent to participate.

If you are happy to take part, please follow this link or use the QR code to complete the teacher consent form online: <http://bit.ly/MMW21TeacherConsent>

If you have any questions about the research, please feel free to contact us.

Kind regards,



Professor Tina Harrison
Tina.Harrison@ed.ac.uk



Emma-Jayne Turner
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PARTICIPANT INFORMATION SHEET – MMW2021 EVALUATION

Before you decide to give your consent to take part in the evaluation of My Money Week 2021, it is important you understand why the research is being conducted and what it will involve. Please read the following information carefully.

WHAT IS THE PURPOSE OF THE STUDY?

The purpose of the study is to help Young Money understand the impact that My Money Week has on the knowledge, skills and confidence of both young people and educators.

WHY AM I BEING INVITED TO TAKE PART?

You are being invited to take part in the research because you have either expressed an interest in taking part in My Money Week 2021 or you have directly expressed an interest to participate in the evaluation. We are contacting all schools and other organisations that have expressed an interest in participating in My Money Week 2021.

DO I HAVE TO TAKE PART?

No - it is entirely up to you. You will still be able to participate in My Money Week and will still have access to all the free resources provided by Young Money regardless of whether you take part in the evaluation.

WHAT WILL HAPPEN IF I GIVE MY PERMISSION TO TAKE PART?

You will be invited to complete an online survey yourself, and you will be asked to facilitate the completion of an online survey by young people. The surveys will be available after My Money Week and we will ask you to complete them within 3 weeks.

ARE THERE ANY RISKS ASSOCIATED WITH TAKING PART?

There are no anticipated risks associated with taking part in the evaluation.

WHAT ARE THE POSSIBLE BENEFITS OF TAKING PART?

By taking part in the evaluation of My Money Week, you will be helping Young Money to understand the impact of the My Money Week resources, gain a deeper understanding of the range of activities undertaken by schools and the impact of these on pupils. All this will help Young Money to develop resources that support teachers in delivering effective financial education.

DATA PROTECTION AND CONFIDENTIALITY

All data derived from answers to the surveys will be processed in accordance with current General Data Protection Regulation (GDPR). We will not identify you (or any young people) in any written reports we produce, unless we have your permission to do so. The data gathered from the surveys will only be viewed by the research team and Young Money. There is a Data Sharing Agreement in place between University of Edinburgh Business School and Young Enterprise/Young Money to ensure the secure transmission of data between the two organisations. All electronic data will be stored on a password-protected computer file. Further details of how University of Edinburgh Business School and Young Money protect privacy and confidentiality can be found at: www.edin.ac/privacy-research and www.young-enterprise.org.uk/policies.

WHAT WILL HAPPEN WITH THE RESULTS OF THE SURVEY?

The results of this study may be summarised in published articles, reports and presentations. Quotes or key findings will always be anonymous in any formal outputs, unless we have your prior and explicit written permission to attribute them to you by name. We will never identify individuals (teachers or young people) or schools in any published outputs without your permission.

WHO CAN I CONTACT?

If you have any further questions about the study, please contact the lead researcher at University of Edinburgh Business School, Professor Tina Harrison Tina.Harrison@ed.ac.uk or the Programme Manager at Young Money, Emma-Jayne Turner Emma-Jayne.Turner@y-e.org.uk.

Process for obtaining parental consents and completing the surveys

The University of Edinburgh Business School and Young Money require parental consent for each young person completing the student surveys (or participating in student focus groups). Once parental consent is received, the University of Edinburgh Business School will provide you with a list of the consents received for your school. Only those pupils whose parents or carers have provided their consent will be invited to access and complete the online survey (or participate in focus groups). The process for collating these consents is set out below:

1. Once you have submitted your teacher consent to take part in the evaluation, Young Money will provide you with a letter (similar to this one) and a link to send to parents which will explain what the evaluation is and allow them to provide their consent using an online form.
2. The lead teacher at each school will receive a password protected spreadsheet setting out the names of the children for whom consent has been received. The password will be sent to the lead teacher in a separate email to the spreadsheet itself for data protection purposes.
3. You will have the opportunity to follow-up with any parents/carers who have not yet provided their consent and an updated list of consents will be provided regularly. Please confirm to Young Money when the list shows that all expected consents have been received.
4. **TAKE PART IN MY MONEY WEEK:** New My Money Week resources for 2021 will be available at the end of April, but there is no requirement to use any specific resources or follow any specific plan during your school's My Money Week. The survey will ask you about how you delivered your My Money Week and what resources you used.
5. Young Money will provide you with the links to the post-My Money Week surveys – one for the teacher survey and for the young person survey. You can complete at the end of your My Money Week activities, and we ask that they are all completed within 3 weeks of delivering your My Money Week activities.