**PgCert Academic Practice in Art, Design and Communication**

**Action Research Project Ethical Enquiry Form v1**

**Participant name:** \_\_Sarah Masters\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Cohort:** 4

**Tutor name** Sérgio Fava

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| 1. **What is your research question?**   How can we remove barriers and make the industrial sewing machines wheelchair accessible. |
| 1. **Who will be providing you with information to help you answer your question, and how will you approach and/or select them?**   Staff at UAL  UAL Alumni  How will you approach and/or select from each category?  I would like to talk to my line manager about what I need to do in order to implement adaptations to the industrial sewing machines in regards to health and safety, and budgets that may accommodate these changes. I will talk to the machines technicians about their requirements for being able to modify machines. I will also investigate how to 3D print the parts required for the machines and hope to implement if possible, in order to test the machines capabilities.  I hope to discuss with former students to see how their experiences could have been improved in terms of access to rooms and equipment and how this effected their time as a student. |
| 1. **What will you be asking participants to do?**  * Take part in interviews and discussions. |
| 1. **How will you get informed consent from these participants?**   I will as all participants to sign a consent form which will allow them to remain anonymous if they wish to, and give them the right to withdraw at any time. |
| 1. **What potential risks to the interests of participants do you foresee and what steps will you take to minimise those risks?** A participant’s interests include their physical and psychological wellbeing; their commercial interests; and their rights of privacy and reputation.   There is usually some kind of risk. Is it possible that some participants might find their involvement stressful or embarrassing? Is it likely to raise strong emotions? Are you asking them to give you their time (and more)? Are there any barriers to access or participation for participants? How might you mitigate these risks? Are there any practical considerations of health and safety?  The potential risks involved are staff willing to take part due to the current accessibility of our equipment. Staff may be concerned about repercussions from management if they disclose too much information that may cause harmful to the college’s reputation. By focusing on positive momentum from the new building being accessible and now looking forward to making the course accessible, I hope to mitigate any negative feelings about past decisions. |
| 1. **What potential risks to yourself as the practitioner do you foresee and what steps will you take to minimise those risks?**   I do not foresee any risks to myself. |
| 1. **Does your project involve children or vulnerable adults e.g. a person with a learning disability?**   No |
| 1. **How will you store the information you gather from participants?**   I may use a Dictaphone during interviews. I will retain recordings that I use asI wish to continue the project outside of the PG cert. I will keep these for as long as my research continues. Anything destroyed will be wipes from all my devices. |
| **I confirm my responsibility to deliver the project in accordance with the Code of Practice on Research Ethics of the University of the Arts London (the University). In signing this form I am also confirming that:**   1. **The form is accurate to the best of my knowledge and belief.** 2. **I understand and accept that the ethical propriety of this project may be monitored by the relevant College Research body and/or the University’s Research Ethics Sub-Committee.** |
| Signed: ­­­\_\_Sarah Masters\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_27/10/23\_\_\_ |
| **I support this project and have** **reviewed it with the participant:**  Signed: ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_ |