

Participant Information Sheet

Supporting nutrition education delivery in HAF Northants

Invitation: to take part in an interview to help develop approaches to nutrition education support for HAF Providers

Introduction

Dear Parent/Carer, following a successful two-years where we have worked with you to evaluate and enhance the delivery of HAF Northants, Alex and his team from the University of Northampton are working with you and providers to support the delivery of nutrition education within HAF Northants.

Following engagement with you and your children, we worked with holiday club providers to create a package of resources to help them deliver nutrition education to your children. Now we want to hear from Parents/carers in more details about their experiences of the HAF programme, the extent and impact of any nutritional education their child(ren) have received, and how Providers can best implement nutritional education going forward.

Please read the information below to see how we will be working with you and discuss it with others if you wish. Please ask if there is anything that is not clear, or if you would like more information.

What will my participation involve?

Parent/Carer interview

- We will invite you to a telephone or online interview at an agreed date and time.
- The interview will give you the chance to share your experiences of HAF, including nutritional education. The researcher will ask a series of questions about the Holiday Activities and Food Programme. For instance:
 - How much you know about what nutritional education is being provided to your child/children
 - What communication you have received from providers or Northamptonshire Sport and how useful you found this to be
 - Your thoughts on any additional resources that your children have received to take home
 - Your child(ren)'s views on the nutritional education elements of HAF. What did they enjoy/find less interesting, what did they learn?
 - What should be incorporated into future HAF delivery.
- The interview will last between 30 minutes and an hour.
- The interview will be audio recorded on a University dictaphone and transcribed.

Why have I been invited to take part in an interview?

You have been asked to take part in the study because your child(ren) have booked to attend or have attended a HAF Northants holiday club.

How long will the project last?

We will be working with Providers, families and Children during each HAF delivery (Winter, Easter, Summer) until 2026. During this time, we will listen to experiences, share best practice, and develop a strong nutritional education offer across HAF Northants.

Contact for further information

If you have any questions about this project, then please speak to Alex:

Alex Turtle; alex.turtle@northampton.ac.uk

Pronouns: He/Him

The Legal and Ethical Information**Do I have to take part?**

No. Taking part is entirely voluntary. If you decide to take part, you will be asked to provide consent to confirm that you understand the project and are happy to participate. If you decide to take part and then change your mind during the interview, you are free to withdraw from the study. If you wish to withdraw your data, please contact Alex Turtle within 30 days of the interview.

What are the possible benefits of taking part?

You will be enhancing the delivery of healthy eating education within HAF Northants, so Providers can deliver a consistent offer and meet the Government's HAF aims. This will be of benefit to you as parent/carer of a HAF child(ren) as it should lead to better knowledge and capabilities for them and your family around healthy eating. It will also increase the viability of the HAF programme going forward.

What are the possible risks or disadvantages of taking part?

We anticipate minimal risks with this project.

Note, if we identify any circumstances that raise safeguarding concerns, then we will have to disclose this information to Northamptonshire Sport, as the HAF Northants Co-ordinator, and possibly the police. In the event that Northamptonshire Sport does not act accordingly, we may need to escalate the issue to the appropriate Northamptonshire Safeguarding authority.

What if something goes wrong?

If you have any concerns about any aspect of the way you have been approached or treated during the course of this study, then please contact Dr Claire Paterson-Young, Chair of the University of Northampton Ethics Committee (claire.paterson-young@northampton.ac.uk).

What will happen to the information I provide?

All the information collected for this study will be anonymised and stored in a secure, password-protected Sharepoint space approved by the University of Northampton Research Ethics Committee, accessible only by the Researcher and University Supervisory Team.

We will anonymise data to help maintain confidentiality but cannot guarantee full confidentiality in cases where you provide information that may make you identifiable to some people e.g. sharing an experience that a member of the public may recognise upon reading. We ask for broad consent, so anonymised data can be used in further relevant studies.

What will happen to the results of the project?

The results from this project will be used in the following ways:

- To make recommendations on how to enhance healthy eating delivery for the HAF programme, both locally and nationally
- Feedback findings to Northamptonshire Sport to action recommendations
- To inform other relevant parties to help enhance their nutritional education offer
- To keep Providers and Families of HAF Northants updated about what has been happening during the project.

Managing Your Data

All the information collected for this study will be anonymised and stored in a secure, password-protected space approved by the University of Northampton Research Ethics Committee. Data will be stored for on a password-protected computer for 10-years after project completion. At that point, interview transcripts and recordings will be destroyed in accordance with the University of Northampton's data retention policy (A02.04.06).

Anonymised supporting data for research publications will be archived onto our university repository, Pure, and will be publicly available (<https://pure.northampton.ac.uk/>).

Personal contact information that was collected to help with the delivery of the research will be destroyed by the research team after the completion of the project + 6-years, in accordance with the University of Northampton's data retention policy (A02.05.02).

Further details about the University's data retention policies can be found on their website (<https://www.northampton.ac.uk/about-us/services-and-facilities/records-management/classification-and-retention-of-university-records/>).

How will my data be processed?

This study has been reviewed by an ethics committee to check that your personal data will be kept secure and used only in the way you have been told it will be. Your consent will be sought for processing your data in this way. The ethics committee has also checked that data collection is "in the public interest, scientific or historical research purposes or statistical purposes... proportionate to the aim pursued" as required by the General Data Protection Regulation (GDPR) (2016, Article 9).

Under the GDPR all researchers must have a legal basis for processing any personal data about you. During the study you will be asked for information about your involvement in HAF Northants and other holiday club work. To give context to the data and facilitate planning, we may ask for: your holiday club details, name, age, gender, ethnicity, work address, contact details. The University of Northampton confirms that processing of your personal data will be handled in a lawful manner as required by GDPR article 89(1) and the Data Protection Act 2018 sections 19(1)(b) and (c). We therefore confirm that the processing of your data in this project is in the public interest, has due regard for your rights and freedoms as a participant ('data subject') and will be stored and processed in a secure manner. The University of Northampton is the Data Controller for this project. If you have any

concerns about the collection, use and storage of data in this project please contact the University of Northampton's Data Protection Officer DPO@northampton.ac.uk

Who has reviewed the study?

This study has been reviewed and approved by the University of Northampton's Ethics Committee (project code: **ETH2425-0132**).

Thank you for considering taking part in this project.

If you are impacted in any way by the nature or content of this project, please see below several links that provide further information and support that you may find helpful:

West Northants Children and Families: <https://www.westnorthants.gov.uk/children-and-families>

West Northants Social care and early help – local offer: <https://www.westnorthants.gov.uk/local-offer/social-care-and-early-help-local-offer>

North Northants Children and Families: <https://www.northnorthants.gov.uk/children-and-families>

North Northants Social care and early help – local offer (Children's Trust): <https://nctrust.co.uk/>

Northamptonshire Sport Safeguarding: <https://www.northamptonshiresport.org/safeguarding/>