



Study title:
Safeguarding Adults for Empowerment (SAFE) project
(WP1 (1). Arts workshops.) (IRAS ID: 329360).

What is the Purpose of the Study?

This project aims to improve adult safeguarding by developing knowledge and understanding of this area. Adult safeguarding is work that is done to protect people's rights to live in safety, free from abuse and neglect. We will be exploring this by speaking with people who have experiences of adult safeguarding in different ways. In this part of the research we will explore the concept of safety and what this means to older adults. This will be done through arts workshops where we will generate knowledge and understanding of what safety mean to older people, as well as considering what people do to manage their safety. Understanding in more depth what 'safety' means to people may help to increase the effectiveness of safeguarding support in people's homes, in hospitals and in care settings.

You are being invited to take part in this research study. Before you decide whether to participate, it is important for you to read this leaflet so you understand why the study is being carried out and what it will involve.

Reading this leaflet, discussing it with others, or asking any questions you might have will help you decide whether or not you would like to take part.

You can request an audio copy of this information sheet by contacting Keith Chappell (research associate at the University of Sunderland):

Email: Keith.chappell@sunderland.ac.uk,

Tel : 07354 481606

Why have I been invited?

We are interested in talking to you if you are over the age of 65 and would like to share your views and experiences of safety.

If this does not apply to you then you can disregard this information sheet.

You must:

- Be over 65,
- consider yourself to have care and support needs (this includes, for example, practical, financial and emotional support which helps you to manage your life and be independent). You can take part whether or not you currently receive any support for these needs.
- You also need to have capacity to consent to take part in the research.

Do I have to take part?

No. It is up to you whether you would like to take part in the study. We are giving you this information sheet to help you make that decision. If you do decide to take part, remember that you can stop being involved in the study whenever you choose, without telling us why. You are completely free to decide whether to take part, or to take part and then leave the study before completion. If you do not wish to take part then please disregard this information sheet. Please feel free to contact us to ask questions or have a chat about the research using the email address or telephone number provided below.

What would taking part involve?

We understand that this is a very sensitive topic to discuss with other people and we would like to reassure you that the research will be conducted in a manner that is sensitive, and that you will not have to disclose any information that you do not wish to share. We are interested in exploring with you what safety means to you, as well as (if you feel comfortable discussing this) any steps you have taken to manage your safety in any setting.

It is also important that you understand that your involvement in the research is voluntary and that if you decide to take part you can change your mind at any time without having to give a reason and without it affecting any services you may be receiving.

If you choose to take part in the research, you will be invited to take part in two workshops. Each workshop will last 3 hours and will take place on two consecutive days. The workshops will take place on **xxxx date and xxxx date in Oldham/Newcastle.**

In the workshop you will be with a group of people who have also decided to take part in the research. There will be a maximum of 8 people in your group. There will also be an artist and members of the research team present at the workshop.

The first workshop will begin with a discussion about the research and taking part in it. There will be a chance for you to ask questions and we will decide together some rules for the group (for example, around confidentiality). You will then be asked to sign a short form which indicates that you agree to take part in the research. You will also be asked to complete a short survey which will ask you to share some information about yourself (age, gender, ethnicity etc).

We will then talk together about safety and keeping safe, and what it means to each of us, as well as discussing the ways we look after ourselves. You will be able to respond in ways that you feel comfortable with, including options to create stories, poems, discuss feelings and views verbally, or answering questions such as:

What does safety look like? What does it feel like to be safe? What sounds/ sights/ smells would you associate with safety? What does it mean to you?

You do not have to write anything, although there will be lots of chances to do so if you wish. Support will be available during the session if you would like it.

This initial work will be used to generate discussion, themes, and ideas which will then be explored further through the creation of artwork. An experienced artist will introduce you to some art techniques. A range of mediums will be used, including water-based paints and collage. You will have a chance to experiment with different techniques to create individual artwork.

You do not need to have any experience or skill and all the materials required will be supplied.

The research team will be present and will speak to you about the work you are creating and take photographs of your developing artwork, with your permission. You will not be visible or identifiable from these images.

In the second workshop we will think about and discuss the artwork from the first session and then we will work together to decide on how we will make together a shared piece of artwork. We will then make this piece of art.

Within both workshops:

- There will be time at the start and at the end for us to talk about what we are doing and how it makes us feel.
- There will be opportunities to take a break whenever you want to during the workshop. There will be a separate room available to use if you want to take a break.
- Members of the research team will be present at the workshops and will take notes based on the conversations we have and the artwork that is being developed. These will not record any notes that would mean you could be identified.
- Everything that you say is confidential unless you tell us something that indicates that you or someone else is at risk of harm. This would be discussed with you before telling anyone else.

Later on we will exhibit the art work made together and invite people (including practitioners such as support workers) to view and respond to the work. You will be invited to come to the exhibition, but you do not have to if you don't want to.

You will not be named at the exhibition. Your individual artwork may also be displayed at this event, but this will be your choice as to whether you want to include it or not.

The workshops will take place in a location in Newcastle or Oldham. Your artwork may be viewed by people outside of the research team in between the workshops. Although we are not asking anyone to discuss or share their personal experiences or specific details about safety we understand that people may choose to share these things with the group.

Once we have created the artwork we will discuss the art and also the process of producing it to help understand better what safety means for everyone creating the artwork.

What are the possible benefits of taking part?

By taking part in this study, you will be helping to contribute to the knowledge and understanding of what safety means to people who have experience in this area. Generating greater understanding of this area will help us to improve responses and services.

What are the possible disadvantages of taking part?

We understand that discussing this topic with us may be difficult for you. Should you need this, we can signpost you to services which can offer you support. There will be a room available that you can use to take a break during the workshop if you need to and a member of the research team will always be available to sit with you during any breaks, if you want this.

We would like to reassure you that you can opt out of the research at any time by leaving the workshop or by letting us know (via the contact details at the bottom of this sheet). If you choose to withdraw from the research it may not be possible to identify your notes, photographs and artwork as these will have been created anonymously. This means that although you will no longer participate in the project, this 'data' may still be included in the study.

We also understand that taking part in this research means that you are giving up your time to be involved and that you may experience some costs (e.g. travel or personal assistant (PA) support time) to be able to take part. If you choose to take part then we will cover your travel and/or PA expenses (you will need to provide us with a receipt). We will also offer you a £20 Amazon voucher as a thank you for your time (per workshop).

Will my taking part in this study be kept confidential and anonymous?

Yes. All of your personal information will be kept confidential, but things that you tell us in the workshops will be shared via various means (detailed below). Any information that is shared in these ways, including any direct quotations from you, will be fully anonymised first. This means that you will not be identifiable from this information; your name will not be used in any of the information that is shared. Your name will also not be written on any of the data collected. The written information will have a pseudonym, not your name. Your name will not be written on the notes taken, or on the typed-up versions of our discussions in the workshop. Nor will it appear in any documents or reports resulting from the study. The consent form you sign will be kept separately from your other data.

The artwork made together (including photographs of the artwork) will be shared in various formats (see below), however, your name will not appear with these. If you choose to share your individually created artwork then there may be a chance (depending on how you have created the piece and what it includes) that you could be identifiable from this. We will talk this through with you at the time and it will be your choice alone as to whether you wish to include your individually created artwork.

If you disclose to us that you or someone you know may be at risk of harm then we may need to share this with other people to help protect you or the person at risk. We would not do this without discussing it with you first.

How will my data be stored, and how long will it be stored for?

Your consent forms and any other paper data will be scanned into a computer and stored on the university drive which is password protected and secure. Paper copies will be destroyed. Your artwork made together will be included in the exhibition and will be on display in a public forum for the duration of the exhibition and afterwards. If you choose to include your individually created work it will be shared in the same way. After the exhibition you may retrieve your individual artwork and take it home with you. Photographs of the artwork will be retained by the research team.

Any electronic data will be stored in the university drive, which is password protected. All data will be stored in accordance with university guidelines and General Data Protection Regulations (GDPR). All personal data will be deleted 6 weeks after you have taken part in this workshop, unless you have given us separate permission to keep your contact information for a later event (in which case it will be deleted 6 weeks after that event. This means that we will not retain your personal data after July 2027. You can contact us and ask for it to be deleted at any point).

What categories of personal data will be collected and processed in this study?

We will collect some key information about you which will be anonymised and stored securely. Your name will appear on the consent form that you sign and this will be stored separately from any other data. If you wish to receive information about the findings of the research then we will also need to collect your contact details. There will be a space on the consent form to request this information and to provide your details. This information will be stored as detailed above.

What is the legal basis for processing personal data?

The legal basis for processing personal data required for the purposes of this study is Article 6(1) of GDPR, processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested the controller.

Who are the recipients or categories of recipients of personal data, if any?

Only the research team will be working with your personal data.

What will happen to the results of the study and could personal data collected be used in future research?

The anonymised general findings (including photographs and copies of the materials produced) from this research may be reported in a scientific journal, presented at a research conference, and shared with the research funder. It may also be used in teaching, shared on social media, or used in other ways, such as included in blog posts. The artwork produced by the group in the workshops will be shared at an exhibition. We will also use anonymised findings from this research at a co-production event towards the end of the study. You are welcome to attend this event – please speak to one of the research team to book a place and find out more.

A later stage of this study will involve interviewing people who provide support services to older people and we plan to use the anonymised information gained with you to inform that part of the study. This will be used to help form the questions used and to use experiences and artwork shared

in this stage to stimulate responses from these people.

The data will be anonymised and you or the data you have provided will not be personally identifiable. The anonymised findings may also be shared with other organisations or institutions that would benefit from the study findings, such as local authorities or those training social workers.

We are collaborating with the organisation Made by Mortals who create audio and video productions based on lived experiences. The stories they tell are inspired by real life stories but do not contain details of individual's lives. We plan to share the anonymous information gained through this study with them to help us produce an audio story that will help people such as social workers and policy makers understand more clearly the experiences of older people. Sharing your anonymised contribution with Made by Mortal is entirely optional and we will ask you for your consent before doing so. No audio or video recordings of you, or photographs of you, will be used.

If you would like to take part in creating the audio case studies you can contact Made by Mortals by emailing:

- Paul Hine (Chief Executive of Made by Mortals) paul@madebymortals.org

Made by Mortals will then provide additional information and seek separate consent for you to take part.

If you would like, we can provide you with a summary of the findings from the study if you tick the appropriate box on the consent form and provide your contact details.

Who is Organising the Study and who is part of the research team?

This study is being lead by a team from the University of Sunderland.

- Dr. Sarah Lonbay (Associate Professor at the University of Sunderland) is organising the study.

The other members of the research team are:

- Dr. Keith Chappell (University of Sunderland)
- Dr. Carole Southall (Northumbria University)
- Jamie Scorer (University of Sunderland)
- Martin Wilkes (University of Sunderland)
- Ileene Byrne (University of Sunderland)
- Claire Nixon (Newcastle City Council)
- James Babyk-Glynn (Oldham Council)
- Professor Toby Brandon (Northumbria University)

Jess Dougherty is also involved and will lead the workshops. Jess is a qualified counsellor and an experienced artist and art teacher.

This project has been funded by the NIHR Research for Patient Benefit (Research for Social Care call): NIHR205704.

Who has reviewed this study?

The study has been approved by the Health Research Authority research ethics committee (IRAS ID: 329360). The study has also been reviewed and approved by the University of Sunderland Research Ethics Group (ethics reference number: 027527).

What are my rights as a participant in this study?

You have the following rights as a participant within this study:

- a right of access to a copy of the information comprised in your personal data (to do so you should submit a [Subject Access Request](#));
- a right in certain circumstances to have inaccurate personal data rectified;
- and a right to object to decisions being taken by automated means.
- If you are dissatisfied with the University's processing of personal data, you have the right to complain to the Information Commissioner's Office. For more information see [the ICO website](#).

What should I do if I need support?

If you need any help to allow you to take part in the study please ask Sarah or Keith (details below) and we will try to provide any support needed.

If you think that you might become upset or anxious during a session we will arrange for you to let us know in a way so that others in the group will not know (such as a safe word unique to you). We can then help you to take a break or to leave if you wish. If you need help and others in the group become aware of it, we can support you, and we will not share any details with the rest of the group. Your privacy will be protected.

If taking part in the study raises any issues that you feel you need support or guidance with you can contact one of the organisations listed at the end of this information sheet. All members of the team are also available to talk with during sessions and you can call or email us using the details below; we will try to guide you to the best support for you.

If you share with us information that indicates that there is a significant risk of harm to you or someone else, we may have to share that information with relevant people who can help, such as social services or the police. We will discuss this with you first before we share the information with anyone else and help you to share it yourself with these organisations if you would prefer.

What should I do if I want to take part?

If you would like to participate in the study then please contact Sarah or Keith using the details below.

Please also feel free to get in touch if you have any questions or would like to chat about the study.

Contacts for further information and to take part:

For more information about the project, or to take part, contact:

Dr Keith Chappell (Research Associate, University of Sunderland)

Email: Keith.Chappell@sunderland.ac.uk . Tel: 07354 481606

You can also contact Dr. Sarah Lonbay (Principal Investigator) for more information about the project:

Email: Sarah.Lonbay@Sunderland.ac.uk / Tel: 0191 5252153/ M: 07811770678

Link to profile: <https://www.sunderland.ac.uk/about/staff/social-sciences/sarahlonbay/>

If you have any concerns about the conduct of this study, please contact Dr Matt Campbell (Chair of the University of Sunderland Research Ethics Group, University of Sunderland): Email: Matthew.Campbell@sunderland.ac.uk

For more information about the audio case studies, or to get involved in their creation, please contact Paul Hine (Made by Mortals) via email address paul@madebymortals.org.

If you feel that you would like support with any issues you may find some of the links and numbers below helpful:

National Domestic Abuse Helpline: 0808 2000 247 or www.nationaldahelpline.org.uk

Adult Safeguarding, Newcastle City Council: 0191 278 8377

Adult Safeguarding, Oldham Council: 0161 770 7777

(In an emergency or if you think someone is in danger call 999 and speak to the police.)

For support on a wider range of issues you can find a number of services here:

Hub of Hope www.hubofhope.co.uk (this website will provide links to services available in your area).