

Participant Informed Consent Form (Adult Societal Actor)

The purpose of this document is to inform you about our project, SALL, and ask you for your agreement ('informed consent') to participate in it.

[A] Information about the SALL project

'Schools as Living Labs' (SALL) is a European project proposing the living lab methodology as a technique for the development of open schooling activities linked to science learning in Europe's schools. Our main idea in SALL is that we can help science education relate closer to current needs and challenges if schools collaborate with other stakeholders in co-creative research and innovation activities in the real-life settings of their local communities. In this way, we can help students develop useful skills and positive attitudes, and conceive learning science as a way to contribute actively to the well-being of the world they live in. In SALL, we explore and demonstrate this educational use of the living lab methodology in collaborating school communities from 10 countries, by involving teachers, students and local community stakeholders in research and communication activities. The SALL project is being funded for the period between September 2020 and August 2023 by the European Union under the 'Science with and for Society' objective of Horizon 2020 Research and Innovation Programme (Grant Agreement No. 871794).

How you can help us

Your participation in the activities of the SALL project at selected timepoints between Spring 2021 and Summer 2023 will help us, the team of the SALL project, to achieve the goals of our project. You will help us by participating in activities in which the living lab methodology for open schooling will be used to develop interesting and inspiring school projects with the active involvement of students and teachers at *[name of school]*, and with support from us. All details of these activities will be decided by teachers themselves in accordance with their teaching goals and the needs and circumstances of their classes, school, and local community, in collaboration with all participants.

Your participation means that you will be asked to provide data and information as part of the evaluation research of the SALL project, by completing questionnaires and/or by participating in interviews and group discussions. The aim of this evaluation research is to assess the impact of the proposed methodology and of the SALL project on the participating schools, teachers, students and societal actors.

At this stage, as a societal actor participating in the first pilot of the SALL project, you will be asked to participate in semi-structured interviews or focus group discussions at two points: before and after the implementation of the school-based living lab activities. This will help us collect data for the analysis of Strengths, Weaknesses, Opportunities, and Threats (SWOT) in relation to the use of the living lab methodology in schools and your community.

In addition, for the above-described evaluation research purposes as well as for purposes of communicating and disseminating the activities and results of the SALL project, we will ask teachers to share the content of the school projects in the development of which you will participate, with us, with the community of schools participating in the SALL project, and with the public, in the safe online environment of the SALL Community Platform and in the public website of our project.

Confidentiality, privacy and personal data protection will be fully guaranteed throughout this process, whenever data and information are collected from you. You can find the details of this in the statements that we are asking you to confirm further below.

You can find more information about SALL in the project website, which is available at www.schoolsaslivinglabs.eu. There, you can also find a more detailed Participant Information Sheet with information on the ethical principles and practices applied by the SALL project. In addition, for any further information or clarifications, you can always ask the member of the SALL project who is responsible for the organization of the activities in which you will participate and the collection of information and data from you. Your contact for this is:

[name of person representing a SALL consortium member or linked third party], [email]

[name of SALL consortium member or linked third party], [postal address]

[B] Your agreement to participate in the activities of the SALL project

Before you agree to take part in the activities of the SALL project, please make sure that you have read and understood the information above, you have asked any questions you may have, and you have got satisfying answers!

Always remember: Your participation in the SALL project is entirely voluntary. This means that you are free to decide whether you want to participate or not, and you can withdraw at any point without any consequences.

"I agree to participate in the activities of the SALL project."

Please read the following statements carefully. If you agree with each one of them and you want to participate in the SALL project, indicate that you consent to your participation by signing at the end.

I agree to participate in the SALL project, including in the evaluation research, and declare that:

- I have been informed about the SALL project and understand what the project and my participation in it involve. I have been given the opportunity to ask questions and have had them answered to my satisfaction.
- I consent to providing my information and personal data, and to the processing of this information and personal data, for the research and presentation purposes of the SALL project. I understand that all my information and personal data will be collected, processed and stored safely, and that they will be fully protected in accordance with the provisions of the EU General Data Protection Regulation (Reg. 2016/679).
- I understand that my participation is completely confidential and anonymous. My information and data will be pseudonymized. This means that it will not be associated with my name, as I will participate in all research activities with a participant code that will not reveal my identity. In addition, only staff of the SALL project will have access to my pseudonymized information and data, and they will not communicate it to anyone else.
- My information and personal data will be kept only for as long as staff of the SALL project need to process them for the purposes of research and presentation of the SALL project as well as for further research that may be conducted based on the SALL project for a short period after its completion. My information and personal data will be held for such purposes for a period of no longer than 5 years after the completion of the SALL project.
- I agree that my non-personal fully anonymized information and data may be used for future research, after the removal of all identifiers. Such research data which cannot identify me in any way will be openly accessible for research purposes and stored indefinitely.
- I understand that information and data I will submit during my participation in the SALL project may be published in reports, scientific publications, or other communication and dissemination outputs of the SALL project. Confidentiality and anonymity will always be maintained, and it will not be possible to identify me in any of these publications and outputs.
- In all cases, I have the right to request the confirmation of the processing of my personal data by the SALL project, to receive a digital copy of it, to know what personal data the SALL project processes, to know the reasoning of such processing, to object to the processing of my personal data, to restrict its use, and to ask the SALL project to correct, amend or delete my personal data.
- I understand that my participation is voluntary and that I am free to withdraw at any time, without giving a reason and without consequences. I can withdraw completely or just skip specific parts of the SALL project. If I choose to discontinue my participation, I will notify the SALL project by providing written notice to the project representative mentioned above.

I hereby certify that I am over eighteen years of age and am competent to contract in my own name insofar as the above is concerned. By signing this form, I acknowledge that I have completely read and fully understand the above Participant Informed Consent Form and agree to be bound thereby.

Adult Participant Name:

Adult Participant Signature:

Place and Date:

"I agree to appear in photos and videos of the SALL project."

Please read the statements below and circle YES or NO.

I hereby grant the SALL project the right and permission to use my name, voice, image and likeness in photographs, videos, audio-visual recordings, and written materials. I understand that such materials about or of me may be edited, copied, reproduced, exhibited, published and/or distributed, individually or in conjunction with other content in any medium, including print publications, digital publications, and/or public broadcast, exclusively for lawful non-commercial purposes in the context of the educational, research, communication and/or dissemination activities of the SALL project. There is no time limit on the validity of this release nor is there any geographic limitation on where these materials may be used.

YES

I can withdraw my agreement to appear in photos and videos of the SALL project at any time without any consequences. If I choose to do so, I will notify the SALL project by providing written notice to the project representative mentioned above.

I do not want to appear in any photographs or videos from the activities of the SALL project, or in any reproductions or adaptations of these images.

NO

I hereby certify that I am over eighteen years of age and am competent to contract in my own name insofar as the above is concerned. By signing this form, I acknowledge that I have completely read and fully understand the above Photo and Video Release Informed Consent Form and agree to be bound thereby.

Adult Participant Name:

Adult Participant Signature:

Place and Date: