

Improving families' access to child anxiety support

Principal investigator: Dr Tessa Reardon
Department of Experimental Psychology
Life and Mind Building, South Parks Road, Oxford, OX1 3EL
Website: <https://osiresearch.org.uk/icats/improving-families-access-to-child-anxiety-support/>
Email: icatsinpractice@psych.ox.ac.uk



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Improving families' access to child anxiety support Participant Information Sheet, V1 26.06.2026

Ethics reference: MS IDREC 2619829

We would like to invite you to take part in a research study. Before you decide it is important for you to understand why we are doing this research and what it involves.

Please take time to read the following information carefully and discuss it with others if you wish.

If you have any questions, please get in touch: icatsinpractice@psych.ox.ac.uk

Background

In previous research, we developed a new way to identify and support children with anxiety problems in primary schools. All parents were invited to complete a short questionnaire to help spot children with anxiety problems. Parents were then offered a short online and telephone support programme to help their child. We tested this in a large study and found it reduced the number of children with anxiety problems. This is good news!

But in this large study, we also found that the number of families that took part varied across schools. In schools where lots of families were living on low incomes, only a small number of parents took part. This shows that we did not get it quite right for these families. It may be that families living on low incomes need different or extra support to make sure they have the opportunity to take part.

In the current study, **we want to find out what may help families living on low incomes to access child anxiety support.** To do this, we want to talk to individuals who support families living on low incomes.

Why are we doing this research?

We want to find out how to make a child anxiety support programme work well for families living on low incomes.

We will use findings from this study to:

- Develop new resources for schools to use in the future
- Provide recommendations on ways to support families on low incomes to access mental health support.

Why have I been invited to take part?

We want to talk to individuals in jobs and voluntary roles that involve providing support for families living on low incomes.

We are hoping to talk to individuals with a range of different roles, including:

- **Primary school staff**
- **Frontline support roles in voluntary and community organisations**
- **Mental health care practitioners**
- **Social care practitioners**

Do I have to take part?

No. It is up to you to decide whether to take part.

If you change your mind later, you can withdraw from the research at any point, without giving a reason. You can also choose to withdraw some or all of your information from the research, but if you wish to do this you must let us know within 2 weeks of taking part in a discussion. If you ask to withdraw your information from a group discussion, we will remove your information from the transcription – but we will keep the audio-recording of the session until we have made the transcription.

Who is funding the research?

The research is funded by the Prudence Trust.

Who has reviewed this research?

This research has received ethics approval from a subcommittee of the University of Oxford Central University Research Ethics Committee. (Ethics reference: MS IDREC 2619829).

What does taking part involve?

1. Tell us you are interested

Email our research team and we will send you a short expression of interest form.

In the expression of interest form, we will ask for some contact details and whether you would prefer to take part:

- in a 1:1 or group discussion
- by video call, telephone or in-person (at the place where you work).

2. We will contact you

After you complete the expression of interest form, a member of the research team will contact you.

As we want to speak to individuals with a range of different roles, we may not be able to invite everyone to take part. If this happens, we will let you know.

If you are invited, we will arrange a suitable time and format for your discussion.

3. Complete a short sign-up form

Before your discussion, we will ask you to complete a short sign-up form. This includes:

- a consent form,
- and some questions about you.

You can complete this on paper or online.

4. Take part in the 1:1 or group discussion

The discussion will take place by video call, telephone, or in person.

During the discussion we will:

- explain the approach we have developed for identifying and supporting children with anxiety problems, and what may help or make it hard for families to participate
- ask for your views on how this approach may work for families living on low incomes, including anything that might make it easier or harder to participate

The discussion will last 1 to 1.5 hours. With your permission, we will audio-record the discussion so we do not miss anything important. You can take a break or stop taking part at any time.

5. Thank you

To thank you for your time, we will offer you a £30 gift voucher after the discussion. We can also reimburse reasonable travel expenses for in-person discussions.

We will also offer to send you a summary of the findings after the study is finished.

Are there any benefits in taking part?

There is no direct personal benefit from taking part. You would be helping us learn how to make child anxiety support programmes more accessible and supportive for families living on low incomes.

What are the possible risks or disadvantages of taking part?

Discussions will focus on child mental health support and experiences related to living on a low income and we understand these are sensitive topics. You will be able to choose how much you want to share and you will be able to stop the discussion at any point. If it is helpful, we can provide information and resources on mental health support.

What information is being collected and why?

- We will collect your name and contact details (email address and/or telephone number) so we can contact you about the research, arrange the discussion, send you a thank you voucher and reimburse any travel expenses. IP address will also automatically be collected on the online forms.
- We will collect some information about you to help make sure we include people with a range of backgrounds and views/experiences, and to help understand the findings. This will include asking you for information about your age, gender, ethnic background, professional role and experience, and the name of the place where you work.
- We will collect some further information about the school or organisation where you work from publicly available information.
- If you opt to receive forms or your thank you voucher or summary of findings in the post, we will collect your postal address to allow us to post the voucher to you.

How will we keep your personal information safe?

We will collect consent, contact details and background information using a secure website. Once we have recruited all participants, we will save this information (without your IP address) on a restricted access folder on a University provided storage system and permanently delete this information from the secure website.

We will keep consent and background information collected on paper in a locked room in our office. We will turn the paper forms into digital versions and save them on a restricted access folder on the University storage system. We will then destroy the paper forms.

We will give you a unique ID number and we will use this to label the information about you. We will store your name and contact details (linked to your unique ID number) and consent forms separately from the other information we collect from you.

Discussions will be audio-recorded using an audio-recorder. As soon as is practically possible, we will save the audio-recording file on a restricted access folder on a University provided storage system, and permanently delete the file from the audio-recorder device.

We will transcribe discussions, and we will not include information that directly identifies you in the transcriptions. Once the audio recordings have been transcribed and carefully checked, the audio-files will be permanently deleted.

Who will have access to your personal information?

We will take all reasonable measures to ensure that all data remain confidential, and access to information that could identify you will be on a need-to-know basis.

If you take part in a group discussion, we will ask you not to share any information disclosed in a group discussion that could identify an individual with anyone outside the group. If you participate in an online group discussion, your name and email address may be visible to other participants. You can opt to take part in a 1:1 discussion to avoid this.

We may use an external transcriber to transcribe the discussions. The external transcriber will be approved by the University and sign a confidentiality agreement. We will provide them with temporary access to the audio-files on a University provided storage system, and they will share transcriptions with us using the same system.

We will use the Evoucher platform (<https://www.evouchers.com/>) to distribute vouchers and if you opt to receive a digital voucher we will provide them with your name and email address or phone number so that they can send you the voucher directly.

If you work in a school that is a member of the WISDOM Research Network (led by a team at the University of Oxford), we will share with the team leading the WISDOM Research Network that the school is involved in the study and the total number of participants recruited from the school. We will not share any information with the WISDOM Research Network that will identify any individual participants.

How long will we keep your information?

We will only store your personal information for as long as it is required for research purposes, and appropriate safeguards are in place.

- We will store consent forms for 3 years after the findings from the research have been published. We will then permanently delete the consent forms.
- We will store a file with your name, contact details, and the name of your associated school or organisation, linked to your unique ID number until all data has been collected, carefully checked, the main analysis is complete and we have shared findings with participants, schools and organisations. We will then permanently delete this file.
- We will store other research data (transcriptions of the discussions and background information about participants) for at least 3 years after the research findings have been published.
- With your permission, we will keep your name and email address/ phone number on a separate secure database to send you information about future studies. This is optional.

Will the research be published, and could I be identified from any publications or other research output?

We will write-up and share findings from this research project in various ways, including in academic publications, conference presentations and summaries for websites. We may use direct quotations from the discussions in research outputs, but these quotes will not include information that would identify you to others.

Who is responsible for protecting your personal information?

The University of Oxford is the data controller with respect to your personal data, and as such will determine how your personal data is used in the research. The University will process your personal data for the purpose of the research outlined above. Research is a task that is performed in the public interest. Further information about your rights with respect to your personal data is available from the University's Information Compliance web site at <https://compliance.admin.ox.ac.uk/individual-rights>.

Who do I contact if I have a concern about the research or I wish to complain?

If you have a concern about any aspect of this research, please contact Dr Tessa Reardon (tessa.reardon@psych.ox.ac.uk), and we will do our best to answer your query. We will acknowledge your concern within 10 working days and give you an indication of how it will be dealt with. If you remain unhappy or wish to make a formal complaint, please contact the University of Oxford Research Governance, Ethics & Assurance (RGEA) team at rgea.complaints@admin.ox.ac.uk or on 01865 616480.

If you remain unhappy or wish to make a formal complaint, please contact the Chair of the Research Ethics Committee at the University of Oxford who will seek to resolve the matter as soon as possible.

**If you would like to take part, please
email us:**

icatsinpractice@psych.ox.ac.uk

