

## The Smith Family Transitions Project

### Participant Information Letter

Hello! Earlier this year you took part in a survey for The Smith Family as part of their Transitions research project. We are contacting you because you said you'd be happy to take part in a follow up discussion. This information sheet will tell you more about the study

#### **What is the research about?**

The Smith Family (TSF) wants to better understand young peoples' experiences of high school and post-school transitions. This information will help us improve the support that is offered to young people. We are partnering with the Social Research Centre (SRC) to help us with this.

#### **What are the interviews about?**

We want to talk to young people about what they're currently doing; whether that's school, work, post-school study, some combination of those, or something else. We'd like to hear about your experiences, and some of the things that have influenced you along the way. This will give TSF a better idea about what's going on in young people's lives and the issues that are affecting them.

During the interview we will ask you about your experiences of study, work, sources of support, and what could be done to improve things in young people's lives.

#### **What happens next?**

Ian, a researcher from the SRC will contact you by email and text message to invite you to participate in this year's round of research. Please respond to Ian's text and email if you would like to take part. If you agree to take part, Ian will organise a day and time during August or September for you to do an interview. On the day and time of your interview, a researcher from the SRC will call you and complete the interview with you.

The interview can be over the phone, or via an online Zoom video call, whichever you prefer. The interview will take around 45 minutes to an hour and will be an informal discussion. A researcher from the SRC will ask you a set of questions. You don't have to answer any questions you aren't comfortable with.

With your permission, the researcher will record the interview. An audio copy of your interviews and a written copy will be shared with The Smith Family.

As a thank you for your participation in the research, you will receive a \$60 e-voucher from TSF which can be redeemed with multiple retailers on the Prezzy platform.

### What happens to the information I provide?

Everything you say will be private and confidential. Your name will never be used and nobody outside of TSF or the SRC research teams will be able to identify you in any reports that are developed as part of the research.

### What if I don't want to be involved?

You don't have to be interviewed if you don't want to. It's completely voluntary. If you do not want the SRC to call you, please email The Smith Family at [transitions@thesmithfamily.com.au](mailto:transitions@thesmithfamily.com.au) or call them on 02 9085 7120 to let them know you no longer want to be involved.

If the SRC do contact you and you don't want to be interviewed, just tell the researcher. You don't have to give a reason, you can just say no. If you decide to take part and then change your mind, you are free to stop the interview at any point.

### What about my privacy?

Your personal information is protected by the *Privacy Act 1988*. All information you provide is confidential and used for research purposes only. All data will be de-identified in the research report so that no names or other identifying information can be attached to it.

The Social Research Centre's Privacy Policy can be found at

<http://www.srcentre.com.au/taking-part-in-research/survey-participants/RIPP>

### Queries and Concerns:

If you have any **questions** about the interviews, please contact:

Ally Cahill  
Evaluation and Qualitative Research Unit,  
The Social Research Centre  
Tel: 1800 265 648 (free call from landline)  
Email: [ally.cahill@srcentre.com.au](mailto:ally.cahill@srcentre.com.au)  
<https://www.srcentre.com.au/>

If you would like to let us know that your **contact details have changed**, please contact:

Tel: 02 9085 7120  
Email: [transitions@thesmithfamily.com.au](mailto:transitions@thesmithfamily.com.au)

If you have any **concerns** about this study, please contact:

Kirsten Hancock  
National Manager Research and Evaluation, The Smith Family  
Tel: 08 9265 5563  
Email: [kirsten.hancock@thesmithfamily.com.au](mailto:kirsten.hancock@thesmithfamily.com.au)