APPENDIX 3

CATHOLIC EDUCATION PORT PIRIE
REQUIREMENTS FOR ETHICS APPROVAL OF RESEARCH PROPOSAL

The following two sections outline the types of research proposal which the Catholic Education Office Port Pirie believes do or do not need to be reviewed by a Human Research Ethics Committee (HREC).

Section A. HREC Approval Not Required

The Catholic Education Office Port Pirie will determine that approval from an Ethics Committee is not required for research proposals that involve negligible risk, such as:

1. Research that uses data already freely available in the public domain;
2. Observation of students and their actions in an educational setting that does not involve identification of individuals or interactions with individuals for the purpose of obtaining data;
3. Audit, review or surveys that do not involve the collection of personal or sensitive data;
4. Testing as an aspect of normal educational requirements and conducted according to a school’s normal policies and practices;
5. Collection of student coursework, assignments and essays.

Section B. HREC Approval Required

The Catholic Education Office Port Pirie will determine that HREC approval is required for research proposals that involve more than negligible risk, such as those that would elicit a ‘YES’ response to any of the following questions. The questions are based on the National Health and Medical Research Council (NHMRC) National Statement on Ethical Conduct in Human Research (2007), which is available at <http://www.nhmrc.gov.au>.

1. RESPECT FOR HUMAN SUBJECTS
   Research involving humans is subject to the guiding ethical principle of respect for persons with regard to their welfare, rights, beliefs, perceptions, customs and cultural heritage – both individual and collective.
e.g. Does the proposed research involve any of the following topics?

- Parenting
- Sensitive personal issues
- Sensitive cultural issues
- Religious beliefs
- Grief, death or serious/-traumatic loss
- Depression, mood states, anxiety
- Psychological disorder
- Suicide/self-harm
- Gender identity
- Sexuality
- Race or ethnic identity
- Gambling
- Eating disorders
- Illicit drug taking
- Criminal behaviour
- Disease or health problem
- Fertility/pregnancy
- Drug trials

2. POTENTIAL HARM TO THE WELLBEING OF PARTICIPANTS

In research involving humans, it is the researcher’s responsibility to minimise risks of harm or discomfort to participants.

e.g. Does the proposed research involve any of the following potential risks?

- Stress to participants
- Physical discomfort
- Mental discomfort
- Withholding an advantage from one group from which members could derive ‘benefit’.

3. POTENTIAL FOR INFRINGEMENT OF PRIVACY OR OF CONFIDENTIALITY

Subjects of research should be assured that their participation is confidential and that any data derived from their participation will be treated in a secure and confidential manner.
e.g. Does the proposed research involve any of the following? 

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
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- Collection of personal or sensitive data
- Recruitment of participants by a third party
- Concealing the purpose of the research
- Covert observation
- Audio or visual recording without consent
- Potential conflict of interest (e.g. a relationship exists with the researcher such as between teacher and pupil).

4. BENEFIT AND BURDEN OF RESEARCH ON SUBJECTS
A researcher is responsible for defining the importance and benefits of the proposed research and balancing these against the burdens placed upon those participating in the research.

e.g. Does the proposed research involve any of the following? 

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
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- Involvement of particular groups likely to be subject to over-researching
- An absence of intended benefits to any of the participants
- An inducement being offered to participate in the research.

In the case of schools conducting their own research, if the principal determines that ethics approval needs to be obtained, and the project is being undertaken in partnership with an external institution, HREC approval could be sought there.

For further information regarding these procedures, email the Catholic Education Office Port Pirie: cathy.parker@cesa.catholic.edu.au

_Catholic Education Office Port Pirie_