



Plain Language Statement

Road safety in Victorian specialist schools

Your school has been invited to take part in this study. Please read this Plain Language Statement before deciding whether to participate in this research. If you would like further information regarding any aspect of this study, you are encouraged to contact Wallis Social Research via the phone number or email address listed above.

Contact for research enquiries:

Wallis Social Research
1800 113 444
schoolsafety@wallis.social

What does the research involve?

This research is being conducted by Wallis Social Research (Wallis) for the Road Safety Education Victoria (RSEV) partnership. The purpose of this research is to assess the current awareness, knowledge, barriers and attitudes to road safety in schools. This data will allow the RSEV partnership to better target road safety education initiatives and support to where they are most needed and to assess the effectiveness of Victoria's longer term road safety educational approach in schools.

If you choose to participate in this research, Wallis will conduct a survey interview with only the selected respondent(s) from your school. The survey will ask a range of questions about the school, its environment, road safety practices, road safety risks and initiatives. This survey will take approximately **10 minutes** and answers to all questions will be treated as confidential.

Wallis is an independent national research company engaged by the TAC on behalf of the RSEV partnership to manage the data collection for this survey.

More information is available on the survey website: www.wallis.social/projects/roadsafetyedu

Who is best placed at the school to complete the survey?

The person best placed to answer this survey is most likely an Assistant Principal.

It may be useful to receive input from other staff such as lead teachers or staff responsible for OH&S policies for some questions.

We understand that some of the questions in the survey may not be applicable to all schools or you may not have all the answers, which is why we have provided an option to select "don't know" for many questions.

What is the Road Safety Education Victoria Partnership?

The Road Safety Education Victoria (RSEV) partnership is a collaboration between the Victorian Government Road Safety Partners, including the Transport Accident Commission (TAC), Department of Transport and Planning (DTP), Public Transport Victoria (PTV), and Victoria Police (VicPol).

Source of funding

This research is funded by the Transport Accident Commission (TAC) on behalf of Road Safety Education Victoria (RSEV) partnership.

Why was my school chosen for this research?

The scope of this research covers all specialist and/or alternative setting schools in Victoria across different school sectors (government, catholic and independent). Your school has been contacted as it falls within the scope of this survey.

Where did you get the school's details?

Wallis sourced details of your school sector, school type, location, primary contact name (e.g. Principal), phone number, email and mailing address from a commercial school list provider or because your school has engaged with a Victorian Government agency about road safety education in the past.

Consenting to participate in the project and withdrawing from the research

Wallis may contact you on your telephone number to confirm the receipt of your invitation and this statement as well as seek your approval/disapproval for this survey. However, if you do not want to be contacted again by us in future, please notify Wallis on (freecall) **1800 113 444** and provide the job number **5031** or email schoolsafety@wallis.social.

This research adheres to the strict standards of the Research in Schools and Early Childhood Settings (RISEC) managed by the Victorian Department of Education. This research has also been approved by the Melbourne Archdiocese Catholic Schools (MACS), and the Catholic Dioceses of Sandhurst. Wallis' research team is committed to ensuring your physical, social and psychological welfare. Participants can withdraw from participation in this research at any time without penalty. However, it will not be possible to withdraw data after responses to the online survey have been submitted. In the unlikely event of distress arising from participation in this study, the research team will provide every opportunity for debriefing, and instructions on how to access support or counselling services, or to raise a query or complaint about the conduct of this research are provided overleaf.

Possible benefits and risks to participants

By participating in this study, you will be making a valuable contribution to research which has been recognised by the RSEV partnership as having significant state-wide benefits. The aims of this study align with several key government research priorities by examining where school communities are currently at with their understanding of road safety knowledge and practices.

Your school's participation in this project remains completely voluntary. The survey does not contain any particularly sensitive questions and there are minimal foreseeable risks involved in taking part in this research.

If you feel uncomfortable or distressed answering these or any other questions in the survey, you may like to contact the counselling and support services listed to the right. All responses you give will be treated in the strictest confidence and will not be linked to any government or commercial agencies.

Confidentiality

Confidentiality is maintained by Wallis as a matter of standard practice. As a member of ADIA (industry body), Wallis adheres to the Privacy (Market and Social Research) Code 2014 and an ISO 27001 accredited organisation, Wallis is one of only a handful of social research or survey data collection agencies in Australia that meet global best practice with regards to information security.

In order to keep in touch for future surveys to see what changes have occurred over time, we will ask the school to provide contact details for the appropriate staff member who will likely be able to assist us in the future. Please be assured that this information will be treated as confidential.

Contact details are stored separately from the rest of the survey and will not be linked to the school's survey answers. Instead, survey responses will be linked to a unique identifying number that you were assigned to the school.

If you require any further information about the survey or you'd like to find out how we manage your personal information, you can call Wallis on **1800 113 444** or view the Wallis Privacy Policy at www.wallis.social/privacy.

Storage of data

All data collected during this research is stored securely in accordance with the *Privacy and Data Protection Act 2014 (Vic)*, which sets out rules about the way in which personally identified information on individuals is to be collected, stored, transferred and used. Personal contact information is stored securely at Wallis and access to it is restricted to members of the RSEV partnership research team or Wallis employees not directly involved in data collection.

For this study, personal contact information will be retained for a maximum of 3 years from project completion.

Support and counselling services

If you need to speak to someone for support, you can contact BeyondBlue on **1300 22 4636**, or if you need urgent help, you can call LifeLine on **13 11 14**.

What if I have a complaint or any concerns?

If you have any complaints or concerns about the conduct of the project, you may email to the department at research@education.vic.gov.au or call **(03) 9348 5600** or toll free **1800 657 452**.

Any complaint or concern will be treated in confidence and fully investigated. You will be informed of the outcome.