





4.	<p><b>PIS and consent forms for projects with child participants</b></p> <p>Draft participant information sheets (PIS) and consent forms for projects involving children and young adults had been distributed to the committee prior to the meeting. Other than a request for some clarification on wording the only issue that was raised was the age boundaries for which the child consent form would be appropriate. It was agreed that for younger children, pre-school and very early school years, a child consent form might not be meaningful and verbal consent from the child (along with written consent from parents/guardians) would suffice. The committee requested that the parent information sheets and resource webpages should be updated to represent this advice but otherwise the forms were approved.</p> <p><b>Action: VL to update parent information sheets and resource webpages to include statement on requesting verbal or written consent from children depending on age.</b></p>	(VL)
5.	<p><b>COVID-19 guidance pages</b></p> <p>Guidance webpages on ethics procedures during the COVID-19 pandemic had been created. Other than some minor rewording the pages were approved.</p> <p><b>Action: PS to send out email advertising the guidance to all researchers now that the webpages have been finalised.</b></p>	(PS)
6.	<p><b>Social media and secondary data guidance pages</b></p> <p>Guidance webpages on the use of social media data and secondary data in research have been created. There was a request for some minor rewording and a revision of a statement difference between ethical and legal aspects of using data but otherwise the pages were approved.</p> <p><b>Action: VL to make requested edits to webpages and then publish.</b></p>	(VL)
7.	<p><b>Storage of data guidance pages</b></p> <p>Some guidance on the ethical implications of the storage of data had been added to the GDPR webpages. Other than correcting some typos the pages were approved.</p> <p><b>Action: VL to make requested edits to webpages and then publish.</b></p>	(VL)
8.	<p><b>Ethics at Research Day (11 May 2020)</b></p> <p>PS gave an overview of what she will be presenting at the upcoming Informatics Research Day. Other than asking for a section on who should be applying for ethics approval the committee agreed that the content of the presentation was appropriate.</p>	
9.	<p><b>AOB</b></p> <p>There was no other business and the meeting was concluded.</p>	
10	Date of next meeting: 02 June 2020 9:30 – 11:00	