**TEMPLATE example low risk participant consent form** – the highlighted parts need to be adapted to your project and any additional consent statements required should be added.

### Consent to take part in [title of research project]

|  |  |
| --- | --- |
|  | Add your initials next to the statements you agree with  |
| I confirm that I have read and understand the information sheet/ letter [delete as applicable] dated [insert date and version number] explaining the above research project and I have had the opportunity to ask questions about the project. |  |
| **OPEN CONSENT:** I consent to the personal data collected from me for research, in an anonymised / pseudonymised / identifying [delete as appropriate] form to be stored in a trusted online archive (such as a national or university data repository) **for sharing *openly,* ie publicly for future use**. |  |
| **CLOSED CONSENT**: I consent to the personal data collected from me for research, in an anonymised / pseudonymised / identifying [delete as appropriate] form to be stored in a trusted online archive (such as a national or university data repository) and **shared for *research and teaching only*, on a ‘by request’ (restricted) basis**. |  |
| I understand that relevant sections of the data collected during the study, may be looked at by auditors from the University of Leeds or from regulatory authorities where it is relevant to my taking part in this research. I give permission for these individuals to have access to my records. |  |
| I agree to take part in the above research project and will inform the lead researcher should my contact details change during the project and, if necessary, afterwards [delete as appropriate]. |  |

|  |  |
| --- | --- |
| Name of participant |  |
| Participant’s signature |  |
| Date |  |
| Name of lead researcher [or person taking consent] |  |
| Signature |  |
| Date\* |  |

\*To be signed and dated in the presence of the participant.

Once this has been signed by all parties the participant should receive a copy of the signed and dated participant consent form, the letter/ pre-written script/ information sheet and any other written information provided to the participants. A copy of the signed and dated consent form should be kept with the project’s main documents which must be kept in a secure location.