[INSERT SCHOOL LETTERHEAD]

Youth Development Instrument (YDI): Predicting Successful Trajectories from Childhood to Young Adulthood

Parent/Guardian Informed Passive Consent Letter

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AT A GLANCE

- Your school is hosting a survey which will ask students questions about their social and emotional development, physical and mental health, positive and negative childhood experiences, and well-being.
- Your child will be invited to complete the survey unless you explicitly request to withdraw your child.
- Your child can choose to complete the survey and can skip questions or stop at any time.
- If you would like to learn more about the survey, please visit http://chartlab.ca/parent-guardian-resources/

Dear Parent/Guardian,

Your school and researchers at Simon Fraser University (SFU) and the Human Early Learning Partnership (HELP) at the University of British Columbia (UBC) invite your child to take part in completing the Youth Development Instrument (YDI). The YDI survey asks students questions about five areas: social and emotional development, social well-being, learning environment and engagement, physical and mental well-being, and navigating the world. The YDI asks questions about students' social and emotional competencies, social connections and school experiences, physical and mental health, positive and adverse childhood experiences, substance use, civic engagement, and food and housing security.

Students who attend school in person will be invited to take the survey between January and March. The survey takes approximately one class period to complete the YDI online supervised by school staff. Students who are not attending school in-person may instead be invited and receive a set of instructions to virtually complete the YDI outside of school. The YDI project is sponsored by your school district with funding from the Canadian Institutes of Health Research and the Social Sciences and Humanities Research Council of Canada.

What is the purpose of the project?

The purpose of this project is to better understand aspects of youths' social and emotional development, health, and well-being that contribute to their overall success in school and in life. This information helps us understand influences on young people's health and well-being, such as COVID-19 related disruptions. The YDI gives young people a voice in reporting their thoughts, feelings, and experiences in school, at home, and in the community. Schools, governments, and communities can use YDI information to improve supports and services for children.

The survey questions align with the BC Ministry of Education's K-12 curriculum, which includes a focus on promoting young people's personal and social competencies, and the Mental Health in Schools Strategy.

The YDI has been developed in collaboration with educators, students, and other stakeholders working to improve youth well-being. If you have any questions about the YDI project or the type of questions on the survey, please contact ydi@sfu.ca.

What will happen?

Students will be invited to complete the online survey during regular class time. Schools will decide the date of survey implementation, and the survey will be administered by school personnel. Your child will also be asked how the COVID-19 pandemic is affecting their feelings and daily activities to help assess the pandemic's impact on young people's development and well-being. Your child may skip these and any other question(s) on the YDI if they wish. Because several of the questions asking about students' feelings and relationships, the survey has a place where your child can ask for help with any problems they are having. If your child asks for help, researchers will notify the principal who will follow school procedures for making sure your child gets help.

Participation is voluntary and consent is passive

The YDI is voluntary. Your child can choose whether or not to complete the survey. Participating or not participating in the survey will not affect your child's grades. It will not affect any services that your family receives from the school. Your child may also withdraw from the YDI project after completing the survey by contacting the research team.

If you do not want your child to complete the YDI, please return the attached form to your child's teacher or principal within 4 weeks of receiving this letter. You can also email the YDI project team at ydi@sfu.ca to withdraw your child. Students who do not participate and who attend school in person will work on an activity that is related to their regular school work. We use a passive consent process whereby parents or guardians can opt out their child from participation because the YDI is low risk and provides valuable data to help schools and communities improve adolescent wellbeing.

How is my child's privacy protected?

Your child's responses to the survey questions are **private and confidential** and will not be shared with you or any school or school district staff. No information is added to your child's school record from the project. If YDI information is used in research publications or in public documents, your child and your child's school will not be identified.

What information is shared with SFU and HELP (UBC)?

To take part in the YDI, your school district provides SFU information about your child, including their name, Personal Education Number (PEN), date of birth, gender, postal code, and whether they are First Nations, Métis or Inuit. Additional information including whether they have a disability or diverse ability, or if they are an English Language Learner or in a French Immersion program, is shared for research and reporting purposes. This information is retained in the YDI databased ("YDI Registry") that can be linked to other health and educational data sets including data from the Early Development Instrument (EDI) and Middle Years Development Instrument (MDI) if your child was a participant. This allows us to understand how to better support young people's health and well-being across the lifespan. Your child's name is only used so that your child can log into the survey. It is removed from survey responses once the survey is complete and is not included in the database.

How will YDI data be used and stored?

The YDI Principal Investigator is responsible for keeping all YDI project data safe. Your child's personal information will only be used for approved linkage and research projects **under Federal, Provincial/Territorial privacy laws**. Researchers may apply for permission to use YDI data for research or statistical purposes. Researchers who receive permission to use the YDI data for research purposes will be provided data that cannot be connected to any individual student.

Your child's data may be linked at the individual level with other data to learn about the factors that influence children's well-being, health, and school success. Other data may include education and health information. Once linked, data are "de-identified"; that is, identifying information, like names and birthdates, are removed. The data that are linked **can *only* be used for research or statistical purposes, under an approved Research Agreement, or for program planning, evaluation, or research purposes through an Information Sharing Agreement**.

Project results

School and district-level reports are shared with schools and districts. Individual school reports are not shared publicly. District and provincial reports are publicly available with all identifying information removed, such as participating school and student names. YDI results will not be used to rank schools, students, or classes in any way. Results including de-identified YDI data may be presented in publications and presentations.

Indigenous Data and Reports

The YDI research team recognizes and respects that First Nations, Métis, and Inuit families, communities and governments have the right to access any and all data collected for their children. The YDI project, through guidance of HELP's Aboriginal Steering Committee, has established a protocol to support First Nations, Métis and Inuit governments and Indigenous-led organizations with data and reports for Indigenous children. This protocol ensures the data are used to support Indigenous self-determination toward improving developmental outcomes for Indigenous children. The YDI project will never publicly report YDI data for Indigenous children, nor use it for comparison, without engagement/approval of Indigenous partners.

How will your school and community benefit?

Recent research indicates that children's well-being influences school and life success and future well-being. By completing the survey, students will have a chance to share their experiences and feelings contributing to their sense of well-being. YDI reports will give educators, program planners, and community members, information about the lives of children by capturing children's voices directly through the YDI. Your school and community can use the results to support students and improve their well-being.

Where can I get more information on the project?

If you have any questions or concerns please contact Dr. Hasina Samji, the Principal Investigator, or the YDI Team at ydi@sfu.ca. **If you do not want your child to complete the survey, please sign the attached withdrawal form and return it to your child's teacher or principal or email us at ydi@sfu.ca to withdraw your child. If you'd like your child to participate, you don't have to sign and return.**

Research participants complaints or concerns

If you have any concerns or complaints about your rights as a research participant and/or your experiences while participating in this study, contact the Research Participant Complaint Line in the UBC Office of Research Ethics at 604-822-8598 or if long distance e-mail RSIL@ors.ubc.ca or call toll free 1-877-822-8598.

Yours sincerely,

_____	_____
Name, School YDI Contact	Dr. Hasina Samji, PhD
Title within School	Assistant Professor, Faculty of Health Sciences
Telephone: #	Simon Fraser University
E-mail:----------	E-mail: hsamji@sfu.ca

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If you want to <u>withdraw</u> your child, please sign and return this section to your child's teacher.

Please return this form to the classroom teacher by [DATE] if you do **NOT** want your child to participate.

I do **not** consent for my child [NAME] _____ to participate in the Youth Development Instrument (YDI) survey taking place in [date(s) of implementation].

Parent/Guardian Name: _____ Date:_____

School: _____ Teacher: _____

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