

DURHAM DISTRICT SCHOOL BOARD

--- EXTERNAL RESEARCH APPLICATION ---

Link: <https://forms.ddsb.ca/Accountability-and-Assessment/External-Research-Application>

Screen shots of the online form for review:

External Research Application

Required fields are marked with asterisks (*)

External research involves agencies outside of DDSB and our personnel. It must be approved through an External Research Committee.

Date:



CONTACT INFORMATION:

First Name: *

Last Name: *

Address: *

City: *

Postal Code: *

Postal Code

Email Address: *

Email Address

Telephone:

Position/Title: *

Position/Title

Institution or Agency: *

Institution or Agency:

Telephone: *

Telephone

RESEARCH OVERVIEW:

Please check one: *

- ☐ Undergraduate Thesis
- ☐ Master's Thesis
- ☐ Doctoral Thesis
- ☐ Externally-Sponsored Project
- ☐ Other: please provide information below

Other?

Title of Research Proposal *

Objectives of Research: *

Practical benefits of research and/or contribution to Durham District School Board:

Practical benefits of research and/or contribution to educational knowledge:

DATA COLLECTION:

Students (please provide grade(s), number and time required)

Teachers:

Other Staff:

Facilities required:

Equipment required:

Assistance required:

Other resources required:

Other Boards involved:

Instruments (list all tests, questionnaires and measures to be used and attach copies):

Particular schools preferred (if applicable):

Description of how data will be stored, secured, accessed, retained, and eventually disposed of:

Other special arrangements, facilities or circumstances:

METHOD OF INVESTIGATION/STUDY:

Method/Process:

Information required from school records:

Obtaining parental consent (describe):

Provisions for preparing subjects:

Type of analysis:

TIMELINE:

Commence Data Collection:

End Data Collection:

Expected Date of Report to External Research Committee:

PROVISION FOR FEEDBACK:

To participants and/or participating schools:

To parents (if applicable):

To educational officials and/or school system:

Publication plans:

Criminal Background Check: *

☐ Attached Criminal Background Checks and Vulnerable Sector Screening for researchers having direct contact with pupils

☐ Attached Criminal Background Checks for researchers having limited or indirect contact with pupils

☐ Not applicable

I have received and read the Durham District School Board's Research Procedure and agree to follow its requirements if my application is accepted. *

Clear

Indigenous Rights and Human Rights

Describe how you will uphold Indigenous rights, human rights and equity and prevent discrimination and discriminatory barriers throughout all stages of the proposed research, data collection, methodology and analyses, where applicable:

The DDSB is committed to meeting its responsibilities under the Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA). If you require accommodation under the Human Rights Code (for example, an alternative format) to complete this form, please contact <DDSB contact name> at <contact information>.

Legislation and Regulations related to research within the DDSB for review:

Legislation:

- [Ontario Human Rights Code](#)
- [Anti-Racism Act](#)
- [Accessibility for Ontarians with Disabilities Act](#)
- [Occupational Health and Safety Act](#)

Ontario Ministry of Education: Provincial Code of Conduct

- [Policy/Program Memorandum 128: Provincial Code of Conduct and School Board Codes of Conduct](#)

Indigenous Education Policy and Procedure:

- [Indigenous Education Policy](#)
- [Indigenous Education Procedure on Classroom Practices – Teaching and Learning](#)

Human Rights Policy and Procedures:

- [Human Rights, Anti-Discrimination and Anti-Racism Policy](#)
- [Human Rights Roles, Responsibilities and Accountability Framework](#)
- [Human Rights, Anti-Discrimination and Anti-Racism Procedure](#)
- [Human Rights Inclusive Design and Accommodation Procedure](#)
- [Student/Family Human Rights Issue, Incident and Complaint Resolution Procedure](#)
- [Or link to full [Human Rights Policy and procedures package](#)]

Safe and Respectful Workplace Policy and Procedure

- [Safe and Respectful Workplace and Harassment Prevention Policy](#)
- [Complaints Procedure – Human Rights, Safe and Respectful Workplace and Workplace Harassment](#)

I affirm that I have read and understand the requirements of the legislation and regulations, Provincial Code of Conduct, and DDSB Indigenous Education, Human Rights and Respectful Workplace Policies and Procedures listed above. All _____ (researcher's organization/company name) Representatives will comply with these requirements.

I understand that compliance with these requirements is a condition of performing research-related activities involving DDSB community members, and further understand that non-compliance will result in appropriate corrective action up to and including termination of the research without notice.

I/we also understand that
non-compliance will result in appropriate corrective action.

Name of Researcher/Organization/Company/Business:

Signature: _____

Name: _____

Title: _____

Date: _____

Email: _____

This is to certify that the above-described research proposal has been vetted for its academic soundness.
I have given consideration to ethical, legal and moral questions arising from the proposal.

Contact Person (e.g. sponsoring professor, director of organization) *

Contact Person

Name of Organization: *

Organization

PLEASE PROVIDE ALL SUPPORTING DOCUMENTATION

Browse...

Allowed extensions pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif

Submit