

## Research Ethics: information for external researchers

Periodically, individuals and groups approach ICMP requesting permission to circulate questionnaires, undertake interviews with staff and students, or observe teaching practices. As a validated institution, ICMP adheres to our validating partner's Code of Practice<sup>1</sup>. The ICMP Research Ethics Sub-Committee monitors and assesses all requests made by external researchers to circulate to ICMP students or staff invitations for participation in their research projects.

The Research Ethics Sub-Committee will consider approving circulation of research participation requests from:

- Researchers at PhD level and above if the research project is based at an institution with which ICMP has entered into a partnership;
- Organisations with which ICMP is collaborating;
- Significant other industry partners, or prospective research partners.

In order to assess requests, the Research Ethics Sub-Committee will need to receive:

- A fully completed Ethical Clearance application form to be assessed by the sub-committee;
- A cover letter/written communication to the sub-committee requesting ethical clearance;
- Project and participants information, information sheets, including consent forms where appropriate.

Factors that will be taken into consideration when assessing requests include:

- Relevance of the research topic in relation to our own research priorities;
- Quality of the research proposal and the significance of the research question in relation to the vision and mission of ICMP;
- Recognition of the work load of students staff at the proposed time of involvement;
- Awareness of other projects students and staff may have been recently involved in.

If you are an external researcher who would like to make a request then please contact the Chair of the Research Ethics Sub-Committee via [Research@ICMP.ac.uk](mailto:Research@ICMP.ac.uk).

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<sup>1</sup> ICMP adheres to the University of East London's Code of Practice regarding Research Ethics.