

Participant Information Sheet

We would like to invite you to take part in a conversation to understand your experiences of short breaks support in Kent.

The following will give you a short overview of why we are having these conversations and how we will use any information you decide to give us. Before you decide, it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully.

What is this about?

We are looking to engage with families to help inform an update of the Short Break Statement and to inform a new Short Break Strategy. Our short breaks statement explains how we support parents and carers of disabled children and young people to get a break from caring. It gives details about how we use our budget to fund and promote what are known as 'short breaks'. It describes the kinds of short breaks that are available and how to get access to them.

Why have you been invited to take part?

You have been invited to take part because you have experience of the short break service. Your thoughts, feelings and experiences will support us to reflect on our short break statement and ensure it reflects the needs and experiences of families in Kent. Your views will also inform the short break strategy and help set a strategic overview of how we wish to develop our offer to better support families.

What would be involved?

Ideally, we would meet face to face to discuss your experiences, however under the current Covid-19 circumstances we would arrange a telephone call or 'Teams' meeting. We estimate the conversation would last between 30 minutes to 1 hour. If you agree we would record the conversation so that we can fully capture and review what has been said. We will confirm before the conversation if you are happy for us to record it, if you would prefer us not to that is ok.

What will we do with the information?

If you have agreed to the conversation being recorded, the information will be typed up by the researchers. This direct transcript will be read and used only by the researchers involved in the project and not for any purpose other than is described. The findings will be themed and fed back as a report and/or presentation.

Will everything you say to us be kept private?

The conversation will be kept confidential. The transcript will be stored in a secure place. In the transcript, your name, as well as anyone you mention, will be changed so no-one will be identifiable. When your words are used, we will ensure you cannot be identified based upon what you have said. We adhere to the Social Research Association (SRA) and the Market Research Society (MRS) guidelines for conducting qualitative research.

What if you change your mind about taking part?

If you decide to take part, this is your voluntary decision, therefore, you are also free to withdraw from the research at any point you wish, without giving a reason.

What happens if something goes wrong?

If you have any complaints about the conduct of this research, you should contact:

Tiffany Elliott: tiffany.elliott@kent.gov.uk

Will I get to know the results of the research?

You will be asked if you'd like to know the results of the research when giving consent to take part. This can be sent to you once the research has been completed.

Who are the researchers?

Demetria Burnett and Vicky Butler are Qualitative Researchers who are based in the Analytics Team at Kent County Council.

Who should I contact if I have any further questions or would like to take part?

email: Vicky.butler@kent.gov.uk

We would be happy to answer any questions and look forward to meeting you.

Thank You

Demetria and Vicky

