



Explanatory Statement

for Participation in Interview or Focus Group
(School Health Safety Representatives or Well-being Champions)

Project Title: Promoting Teacher Mental Health: A School-based Risk Management and Health Promotion Intervention for Teachers

Project Number: 23907

Chief investigator:

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What does participation involve?

In this qualitative evaluation component of the project, you will be asked questions regarding things that have changed or stayed the same for you at both the school and personal levels since you started participating in this project. You will also be invited to share your views about the FlourishDx approach to workplace mental health, and to suggest ways to improve the overall delivery of the program. You can choose to take part in an individual interview or focus group (approximately 4-8 participants) format. This can take place either in person, or remotely via Zoom or phone.

Consenting to and withdrawing participation

Participation in this component of the research is optional and does not affect your school's access to the FlourishDx app and your access to support from the Institute of Positive Education. If you are willing to take part, your school will be notified so that you are allocated protected time for participation. To help us in collating and reviewing feedback from participants, you are advised that note-taking and audio-recording of the interview or focus group will take place. To sign up, register your participation [here](#).

If you change your mind about participating, you are free to withdraw from the study at any time. You may also request that your interview data be withdrawn, prior to the final report being prepared in August 2022. After 31 August 2022, you will not be able to withdraw your data. Please be advised, however, that due to the nature of focus groups, we will not be able to identify or remove personal contributions or data from a group session.

Privacy and Confidentiality

Your privacy and confidentiality is important to us. The following procedures will be used to protect the confidentiality of data collected from the interview or focus group.

If you choose to take part in a focus group, please be advised that although we will take every precaution to maintain confidentiality of individual responses, the nature of focus groups prevents us from guaranteeing confidentiality. The focus groups could include participants who are colleagues you know from your school or other schools. When you register your participation, we will ask you



to indicate in the e-consent form, your agreement with a statement of non-disclosure of the discussion by all participants and researchers during the focus group session. Transcriptions of audio-recordings of the interviews and focus groups will be conducted using a reputable transcription software.

We will store all research records electronically, including any codes to your data, in a password-protected hard-drive at Monash University. All data files (including audio records) will be destroyed 15 years after the final publication arising from this project. Only the named research staff will have access to the raw data. Findings from this study may be presented at conferences and published in peer-reviewed journals and reports for organisations. Information will be presented in summary format and you will not be identified in any reports, publications or presentations.

Possible benefits and risks to participants

It is hoped that findings from this qualitative evaluation will provide a better understanding of whether and how participation in a risk management and health promotion program such as the FlourishDx can benefit different groups and individuals in the education sector.

Although unlikely, it is possible that you may experience discomfort while participating in the interview or focus group. If this happens, please let the interviewer or facilitator know, and you are welcome to withdraw from the session at any time.

If you experience distress, please seek support from a family member or friend, or contact one of the helplines below:

- Lifeline: 13 11 14 (24 hours a day, 7 days a week)
- MensLine Australia on 1300 789 978 (24 hours a day, 7 days a week)
- Suicide Call Back Service on 1300 659 467 (24 hours a day, 7 days a week)
- Beyond Blue on 1300 22 46 36 (24 hours a day, 7 days a week)
- Australian Education Union Victoria (AEU): 1800 238 842
- Employee Assistance Program (details of your school's provider are available on the FlourishDx app)

Complaints

Should you have any concerns or complaints about the conduct of the project, you are welcome to contact the Executive Officer, Monash University Human Research Ethics (MUHREC):

Room 111, Chancellery Building D,

26 Sports Walk, Clayton Campus

Research Office

Monash University VIC 3800

Tel: +61 3 9905 2052

Email: muhrec@monash.edu

Fax: +61 3 99053831

Thank you,

Dr. Marie Yap

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