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## Early Child Development Program of Research: Early Development Instrument Parent/Guardian Informed Passive Consent Letter

### Principal Investigator:

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Teachers at your school will be completing the **Early Years Development Instrument (EDI)** questionnaire this year. The EDI is a questionnaire that captures teachers' observations about each child in their class. It was developed to allow researchers and educational and early years professionals to learn more about children's development when they start school. The EDI was developed by Canadian researchers in 1999, and with the help of kindergarten teachers and principals it has been used in various Canadian provinces, including British Columbia. In BC, the Ministries of Children and Family Development, Education and Health fund the use of the EDI.

### AT A GLANCE

- Your child's Kindergarten teacher will complete a survey in February and will answer questions about their observations of your child's social and emotional development, health and well-being, language and cognitive development and communication skills;
- If you wish to withdraw your child from the survey at any point, you can do so by contacting your child's teacher and withdrawing your child;
- The EDI questionnaire and further information is available at:  
[www.earlylearning.ubc.ca/ediparent](http://www.earlylearning.ubc.ca/ediparent).

### What is the purpose of the project?

The purpose of this project is to better understand children's development, health, and well-being. Your School District is participating in the EDI because EDI data have proven valuable to schools, School Districts, health professionals, early years care providers and community in planning programs and services for children and families. These data also support program evaluation and policy development at a provincial level.

### Participation is voluntary

The EDI is completely voluntary and you can withdraw your child at any point by contacting their teacher. Participating or not participating in the survey will not affect your child's grades or the services that your family receives from the school or School District. We operate under approved passive consent, by the UBC Behavioural Research Ethics Board, meaning if you do not withdraw your child, they will be involved in the EDI.

### What will happen?

Prior to completing the survey, teachers participate in standardized training about how to complete the EDI questionnaire. The survey is completed online by teachers, based on their observations of each student in their class. Teachers answer questions about five areas of development: 1) physical health and well-being; 2) social competence; 3) emotional maturity; 4) language and cognitive development; and 5) general knowledge and communications skills. Students are never involved directly in the completion of the survey.

### How is my child's data protected?

The teacher's responses to the survey questions are **private and confidential**. No information is added to your child's school record from the data we collect. If EDI information is used in research publications or in public documents, your child and your child's school are never identified. For children who have had an EDI completed for them, your School District will give HELP/UBC information about your child, including their name, Personal Education Number (PEN), date of birth, gender, and postal code. Your child's name is only used so that your teacher can complete the survey. It is removed from survey responses once the survey is complete.

### How will the EDI data be used and stored?

HELP is responsible for keeping all EDI project data safe. Personal information such as your child's date of birth, Personal Education Number (PEN), and postal code is stored separately from the teacher's answers to the survey. This is to protect your child's privacy. Your child's personal information is kept in a secure research environment at UBC, to be used only for approved linkage and research projects **under Federal, Provincial/Territorial privacy laws**. Researchers who receive permission to use the EDI data for research or statistical purposes will be provided data that cannot be connected to any individual student.

The data from the study 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. The data that are linked **can only be used for research or statistical purposes by HELP approved researchers, under an approved Research Agreement**. For concerns related to the privacy of your child's survey data, please contact HELP's Privacy Officer at [privacy@help.ubc.ca](mailto:privacy@help.ubc.ca).

We also disclose the EDI data to the Ministry of Education, Ministry of Children and Family Development and the Ministry of Health for program evaluation and policy development purposes at a group level. The Ministries will never use the data to make individual-level decisions about your child.

## Project data

For the purposes of reporting, your child's data is always combined with data from other students in your child's school and community. EDI Reports are prepared for individual schools and School Districts, neighbourhoods, and the Province as a whole. School reports are provided directly to districts and schools, and are never shared publicly: EDI data are not used to rank schools, students, or classes in any way. HELP publishes public community reports and neighbourhood maps of the data to support decision making towards improving programs and services for children and families. These reports and maps are available at: <http://earlylearning.ubc.ca/maps/edi/>.

Guided by our [Aboriginal Steering Committee](#), HELP respects the First Nations principles of OCAP® (Ownership, Control, Access, and Possession) or other community based ethics codes. HELP never publicly reports Aboriginal EDI data or uses it for comparison with other data. For more information, please visit <http://earlylearning.ubc.ca/edi/aboriginal-EDI/> or the HELP Indigenous Community Engagement Coordinator at [lauren.wolfe@ubc.ca](mailto:lauren.wolfe@ubc.ca).

## How will your school and community benefit?

The research helps show where there are large neighbourhood differences in the number of children who are healthy and ready for school; where groups of children are ready for school across communities, regions, and the province; and how social and economic factors may affect children's early development. The information from this project can help schools, program planners, and community members become more aware of ways to create environments to help children in their community thrive. Government Ministries use EDI data in forming policy and making investment decisions. Public Institutions, including School Districts use EDI data in their accountability metrics. Schools and communities use EDI data to understand how children are doing in key areas of development and plan effective interventions.

## Where can I get more information on the project?

For more information, please visit HELP's website at [www.earlylearning.ubc.ca/edi](http://www.earlylearning.ubc.ca/edi). If you have any questions or concerns please contact Melanie Hientz, Project Contact, via email at [edi@help.ubc.ca](mailto:edi@help.ubc.ca) or by phone at 604-827-3512.

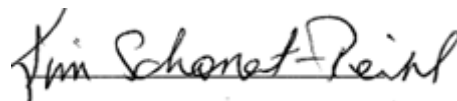
If you have any concerns or complaints about your child's rights as a research participant, please contact the Research Participant Complaint Line in the UBC Office of Research Ethics at the University of British Columbia at 604-822-8598, or if long distance, e-mail [RSIL@ors.ubc.ca](mailto:RSIL@ors.ubc.ca) or call toll free 1-877-822-8598. You can also contact the principal investigator at the number or email provided below.

Yours sincerely,



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