**INFORMATION SHEET**

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# The impact of Covid-19 on the UK EAP sector: An examination of how organisations delivering EAP were affected and responded in terms of academic delivery and operational procedures

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**What is the purpose of the study?**

The Covid-19 pandemic prompted an emergency response from EAP providers with many having to move their provision online within a short space of time. Our research aims to produce a report to be disseminated amongst BALEAP members, informing of the impact of Covid-19 on the UK EAP sector in the initial six months of the pandemic. The research will provide an overview of the changes made to academic delivery and operations through quantitative data, as well as some detailed insights of individual experiences through qualitative data. The report will be useful for informing future decision-making, planning and strategy.

**Why have you been invited?**

We are looking for participants who:

* were involved in UK EAP provision at some point during the period March – September 2020. This may have been in a managerial, administrative, co-ordinating or teaching role.
* are willing to participate in a 20 minute online questionnaire to share their experiences of what occurred in their role in UK EAP provision during the period March-September 2020
* may also be willing to provide their email addresses to be contacted for a 20-30 minute online interview to elaborate on these experiences

**Do I have to participate?**

Your participation is entirely voluntary and you may choose to withdraw at any point in the process, without any repercussions and without the need for any explanation. However, by agreeing to take part in the project any data collected before you withdraw may be retained by the researchers for the purposes of the research project.

**What are the risks and benefits of taking part?**

We do not foresee any risks to participation in the research. In terms of benefits, we hope that collectively we can create a report that will be useful to all BALEAP members and the winder EAP community.

**What will happen to the data?**

Your data will be kept secure in password-protected files on a secure Google drive, accessible only by the researchers. It will also be anonymised for the report in order to uphold our promise of confidentiality and anonymity.

This project has been subject to ethical review by the Ethics and Research Committee of Reading University and has been allowed to proceed. If you have any queries or wish to clarify anything about the study, please feel free to contact the researchers using the email address provided.

**What will I be consenting to?**

If you agree to participate, you would be agreeing to the following:

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| 1. I confirm that I was involved in UK EAP provision at some point during the period March – September 2020. |
| 1. I confirm that I have read and understand the information for the above study. I have had the opportunity to consider the information, ask questions and have had these answered satisfactorily. |
| 1. I understand that my participation is voluntary and that I am free to withdraw at any time during my participation in this study without giving any reason. However, I also understand that once my data has been given, I am unable to withdraw it. |
| 1. I understand that any information given by me may be used in the proposed report, future reports, academic articles, publications or presentations by the researchers, but my personal information will not be included. |
| 1. I understand that any interviews will be audio-recorded and transcribed and that data will be protected on encrypted devices and kept secure. |
| 1. I understand that data will be kept according to University guidelines for a minimum of 10 years after the end of the study. |
| 1. I agree to complete the online questionnaire as part of this study. |
| 1. I agree to potentially be contacted to participate in an online interview and provide my email address to enable this (this is optional). |

We thank you in advance for your participation in this research and hope that the results and the report will be of use to you and the wider community moving forward.