

09 October 2018

Prof L Graham
Melbourne Graduate School of Education
The University of Melbourne



Dear Professor Graham

I am pleased to advise that the Education Fine Arts Music & Business Human Ethics Sub-Committee approved the following Project:

Project title: **Development and Validation of an Instrument that Measures Opportunity to Learn for High Capacity Students**
Researchers: **Prof L Graham, Dr M G Courtney, Dr S E Harding, J Szymakowski**
Ethics ID: **1852274**

The Project has been approved for the period: **09-Oct-2018 to 31-Dec-2018**

It is your responsibility to ensure that all people associated with the Project are made aware of what has actually been approved.

Research projects are normally approved to 31 December of the year of approval. Projects may be renewed yearly for up to a total of five years upon receipt of a satisfactory annual report. If a project is to continue beyond five years a new application will normally need to be submitted.

Please note that the following conditions apply to your approval. Failure to abide by these conditions may result in suspension or discontinuation of approval and/or disciplinary action.

- (a) **Limit of Approval:** Approval is limited strictly to the research as submitted in your Project application.
- (b) **Variation to Project:** Any subsequent variations or modifications you might wish to make to the Project must be notified formally to the Human Ethics Sub-Committee for further consideration and approval. If the Sub-Committee considers that the proposed changes are significant, you may be required to submit a new application for approval of the revised Project.
- (c) **Incidents or adverse effects:** Researchers must report immediately to the Sub-Committee anything which might affect the ethical acceptance of the protocol including adverse effects on participants or unforeseen events that might affect continued ethical acceptability of the Project. Failure to do so may result in suspension or cancellation of approval.
- (d) **Monitoring:** All projects are subject to monitoring at any time by the Human Research Ethics Committee.
- (e) **Annual Report:** Please be aware that the Human Research Ethics Committee requires that researchers submit an annual report on each of their projects at the end of the year, or at the conclusion of a project if it continues for less than this time. Failure to submit an annual report will mean that ethics approval will lapse.
- (f) **Auditing:** All projects may be subject to audit by members of the Sub-Committee.

If you have any queries on these matters, or require additional information, please contact me using the details below.

Please quote the ethics registration number and the title of the Project in any future correspondence.

On behalf of the Sub-Committee I wish you well in your research.

Yours sincerely

Ms Jennifer Hassell - Secretary
Education Fine Arts Music & Business HESC
Phone: 90353341, Email: hassell@unimelb.edu.au

Correspondence Sent Message**Content****Sent Message Text**

Title: Development and Validation of an Instrument that Measures Opportunity to Learn for High Capacity Students

Researchers: Prof L Graham, Dr M G Courtney, Dr S E Harding, J Szymakowski

Ethics ID: 1852274

Application Type: Project Application

The annual report for the above project for 2018 has been submitted. The information provided in the report satisfies the criteria for confirmation of continuing human research ethics approval for the project for 2019. The project is now approved until 31st December 2019.

If it is planned to make any amendments to the research in the coming year, please note that they must be submitted for approval by the Responsible Human Ethics Advisory Group and, where necessary, the Human Ethics Sub-Committee. Written notification of approval must be received before they can be implemented.

If you have any queries regarding this approval, please contact the Administrator of the HEAG in the first instance.

Manager
Human Research Ethics
The University of Melbourne

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27 February 2020

Prof L Graham
Melbourne Graduate School of Education
The University of Melbourne

Dear Professor Graham

Project title: **Development and Validation of an Instrument that Measures Opportunity to Learn for High Capacity Students**
Researchers: **Prof L Graham, A/Prof S M Rice, Dr M G Courtney, Ms J Szymakowski**
Ethics ID: **1852274**

I am pleased to advise that the annual report to this Project was approved by the Education Fine Arts Music & Business Human Ethics Sub-Committee on 27-Feb-2020 and extends approval to 31-Dec-2020.

Please note it is your responsibility to ensure that all people associated with the Project are made aware of what has actually been approved.

Yours sincerely



Ms Jennifer Hassell - Secretary
Education Fine Arts Music & Business HESC
Phone: 90353341, Email: hassell@unimelb.edu.au

Human Ethics Application Approval

MS Gemma Catley

Research Ethics Officer
Office of Research Ethics and Integrity
Research, Innovation & Commercialisation
Level 5, Alan Gilbert Building, 161 Barry Street, Carlton
The University of Melbourne, Victoria 3010 Australia
T: (03) 8344 2178
E: gemma.catley@unimelb.edu.au

Date: 02/03/2021

ATTENTION: Prof Lorraine Graham

4600 - Melbourne Graduate School Of Education

The University of Melbourne

Research Application

Reference Number: 2021-12222-14996-6

Project Title: Development and Validation of an Instrument that Measures Opportunity to Learn for High Capacity Students

Dear Prof Lorraine Graham,

The Committee agreed to **approve** the amendment on the basis that it meets the requirements of the National Statement on Ethical Conduct in Human Research (2007). Please see overleaf, *Summary Details for the Approved Human Ethics Project* and *Conditions of Approval*. It is your responsibility to ensure that all people associated with the Project are made aware of what has been approved.

In line with government directives on social distancing during the COVID-19 pandemic, research activity that involves researchers being physically present for data collection with human participants (such as face-to-face field work, experimental and cohort studies, clinical trials etc) cannot currently commence and will need to be deferred and rescheduled. In exceptional circumstances, where such activities are part of priority research, including that directly related to the University's COVID-19 response, approval to commence may be given by the relevant Dean and endorsed by the Deputy Vice-Chancellor Research.

Desk-based elements of your research project can commence now, as can data collection that can be conducted online or via telephone, subject to necessary approvals or amendments to ethics applications.

Researchers will be advised by the University when other elements of planned and approved data collection can commence. Please consult the COVID-19 website for research guidance, FAQ and updates. <https://staff.unimelb.edu.au/covid-19-response/research-activity>

If you have any queries on these matters, or require additional information, please contact me using the details below. Please quote the ethics ID number and the title of the Project in any future correspondence.

Yours sincerely,

MS Gemma Catley

Research Ethics Officer

Summary Details for the Approved Human Ethics Project

Project Title: Development and Validation of an Instrument that Measures Opportunity to Learn for High Capacity Students
Reference Number: 2021-12222-14996-6
Approval Date: 09/10/2018
Expiry Date: 06/09/2023
Responsible Human Ethics Committee HASS 1
Project Supervisor Prof Lorraine Graham
Other Investigators A/Prof Suzanne Rice, Jolanta Szymakowski, Dr Matthew Courtney
External Investigators

Documents table:

Document Type	File Name	Date	Version
Other		10/07/2018	
Plain Language Statement (PLS)		27/07/2018	
Plain Language Statement (PLS)		27/07/2018	
Consent form		27/07/2018	
Recruitment materials		27/07/2018	
Interview questions and/or themes		27/07/2018	
Questionnaire(s) and/or survey instrument(s)		27/07/2018	
Other		02/08/2018	
Other		02/08/2018	
Other		02/08/2018	
Other		04/09/2018	
Other		18/10/2018	
Other		18/10/2018	
Plain Language Statement (PLS)		18/12/2019	
Plain Language Statement (PLS)		18/12/2019	
Consent form		18/12/2019	
Other		18/12/2019	
Other		18/12/2019	
Other		18/12/2019	
Recruitment materials		18/12/2019	
Interview questions and/or themes		18/12/2019	
Questionnaire(s) and/or survey instrument(s)		18/12/2019	
Other		18/12/2019	
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Plain Language Statement (PLS)		18/12/2019	
Plain Language Statement (PLS)		18/12/2019	
Other		17/01/2020	
Other		28/01/2020	
Other		29/01/2020	
Other		29/01/2020	
Other		29/01/2020	
Other		04/02/2020	
Other		03/03/2020	

Other		03/03/2020
Other		05/03/2020
Consent form	Consent from Qualtrics 2D Stage 2 v3 CE	24/07/2020 2
Recruitment materials	LinkedIn 201114	14/11/2020 1
Recruitment materials	Advertisement JQ	17/11/2020 1
Recruitment materials	Advertisement for teacher association newsletters	17/11/2020 1
Consent form	Consent-1852274.1v4T	17/11/2020 4
Recruitment materials	Advertisement for teacher association newsletters 2021	26/02/2021 2
Recruitment materials	Advertisement JQ 2021	26/02/2021 2
Recruitment materials	LinkedIn Advertisement 20210226	26/02/2021 2
Recruitment materials	Advertisement for teacher association newsletters 2021b	01/03/2021 3
Recruitment materials	Advertisement JQ 2021b	01/03/2021 3
Recruitment materials	LinkedIn Advertisement 20210226b	01/03/2021 3

Conditions of Approval:

Research projects are normally approved to the anniversary date of the approval. Projects may be renewed yearly for up to a total of three years upon receipt of a satisfactory annual report. If a project is to continue beyond three years, two optional extensions of one year each (3+1+1) will need to be applied for. Anything beyond 5 years will need a new application to be submitted.

Please note that the following conditions apply to your approval. Failure to abide by these conditions may result in suspension or discontinuation of approval and/or disciplinary action.

1. **Limit of Approval:** Approval is limited strictly to the research as submitted in your Project application.
2. **Variation to Project:** Any subsequent variations or modifications you might wish to make to the Project must be notified formally to the Committee for further consideration and approval. If the Committee considers that the proposed changes are significant, you may be required to submit a new application for approval of the revised Project.
3. **Incidents or adverse effects:** Researchers must report immediately to the Committee anything which might affect the ethical acceptance of the protocol including adverse effects on participants or unforeseen events that might affect continued ethical acceptability of the Project. Failure to do so may result in suspension or cancellation of approval.
4. **Monitoring:** All projects are subject to monitoring at any time by the Committee.
5. **Annual Report:** Please be aware that the Committee requires that researchers submit an annual report on each of their projects at the end of the year, or at the conclusion of a project if it continues for less than this time. Failure to submit an annual report will mean that ethics approval will lapse.
6. **Auditing:** All projects may be subject to audit by members of the Committee.