HE Research Ethics Policy and Procedure 2025 - 2027

Equality Impact Assessment: Askham Bryan College recognises the importance of the Equality Act 2010 and its duties under the Act. This document has been assessed to ensure that it does not adversely affect staff, students or stakeholders on the grounds of any protected characteristics.

1. DOCUMENT HISTORY

Date of Issue: 13th June 2025
Approved on: HEAB 30th April 2025 and Policies Group on 15th May 2025
Next review: June 2027
SLT Owner: Assistant Principal HE and Academic Registrar
Author: HE Teaching, Learning and Scholarship Lead
Publication requirements: PUBLIC

2. POLICY STATEMENT

2.1 The purpose of this policy and procedure is to establish and promote the highest possible standards of ethical practice in the conduct of academic research. This policy and procedure aims to provide a framework of principles for good ethical research practice and provide clarity about the procedure for the HE internal ethical review panel.

2.2 For the purpose of this policy and procedure the University Centre Askham Bryan will be referred to as UCAB, while Askham Bryan College will be referred to as the college.

2.3 The College and UCAB is committed to protecting the rights, dignity, safety and privacy of research subjects, the welfare of animals and ensuring the protection of the environment. It is also concerned that risks to the health and safety of researchers is minimised, and their academic freedom is maintained.

3. GENERAL PRINCIPLES

3.1 UCAB is committed to ensuring that research integrity and good practice underpin all of the college's research activities.

3.2 UCAB requires all research projects conducted by HE staff and HE students to undergo an ethical review following the procedure outlined in this

document, and receipt of favourable opinion before commencing data collection.

3.3 For all research involving human participants, the safety, rights and dignity of the participant must be the primary concern. The benefits of any project must always outweigh the risk involved. Where appropriate, thorough protocols on data collection and health and safety procedures for the project must be approved by the UCAB Research Ethics Panel.

3.4 All research involving animals must ensure that the highest standards of animal welfare are being upheld, in line with UK legislation. Research involving animal subjects must not involve unnecessary invasive or obtrusive procedures. Researchers should ensure that the aims, objectives and methodologies of the project are designed so that the outcome may inform improvements to the care, welfare, management, productivity and/or conservation of the species/individuals involved.

3.5 The Animals (Scientific Procedures) Act 1986 identifies the legal requirements associated with research involving animal procedures in the UK. Under the provision of this Act, research involving certain animals requires prior approval from relevant ethics and regulatory committees as well as Home Office licenses. Researchers planning projects that will involve procedures on animals are required to contact the Chair of the UCAB Research Ethics Panel for guidance.

3.5 All research involving the environment should take steps to minimise the ecological impact of the research, avoiding any unnecessary disturbance to wildlife, vegetation and natural habitats. Where appropriate, researchers must gain permission and necessary approvals from relevant local authorities prior to commencing fieldwork.

3.6 In cases where research is being conducted outside of the UK researchers falling under the scope of this policy and procedure must also adhere to any legal and ethical requirements relating to the country/institution in which they are working.

4. SCOPE AND LIMITATIONS

4.1 This policy and procedure is applicable to:

- Any HE staff member carrying out research at, or on behalf of, UCAB;
- HE students undertaking research as part of their study programme;
- Collaborative research projects with industry/ other institutions, where a UCAB staff member is the principal investigator.

4.2 In cases where a research project is being conducted by academics from multiple institutions, it is expected that the relevant ethical clearance for the project is sought from the lead institution (normally the institution at which the Principal Investigator is employed) and that partner institutions are informed of outcomes and issues.

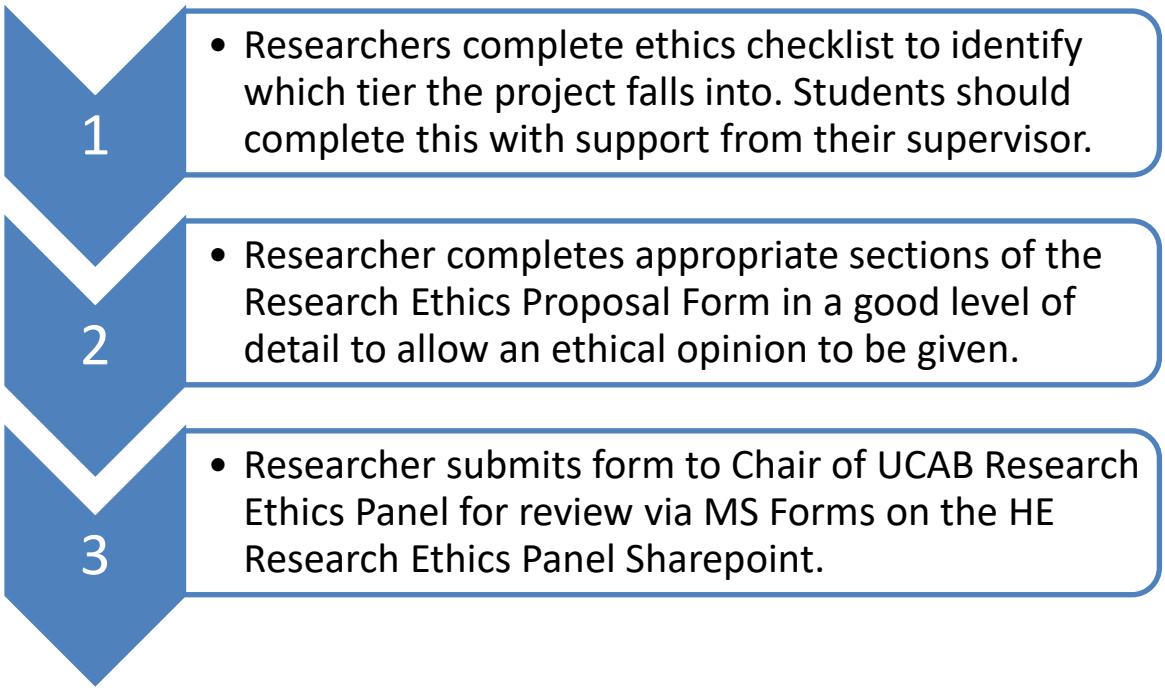
5. PROCEDURE FOR ETHICAL REVIEW

5.1 Researchers will be able to access the UCAB Guide to Research Ethics and the Research Ethics Proposal Form (Appendix I) from the HE Research Ethics MS Teams page, available here: HE Research Ethics Panel - Home (sharepoint.com).

5.2 All researchers within scope of this policy and procedure must undertake an appropriate ethics training package and pass an ethics assessment. Failure to do so will result in the ethics application being returned to the applicant without favourable opinion.

5.3 The ethical review process is underpinned by the UKRIO and ARMA Research Ethics Support and Review in Research Organisations (https://doi.org/10.37672/UKRIO-2020.01-ARMA)

Step 1: Completion of Research Ethics Proposal Form



Step 2: Ethical Review Process

Before undergoing ethical review, all applications must be supported in principle by the lead supervisor. The Chair of the UCAB Research Ethics Panel will then review the ethics checklist of applications and assign them to a tier for review. The tier allocated will dictate the level of ethical review required and the process to be followed (Appendix II). Tier 1 projects are approved by the supervisor, tier 2 are

allocated two independent reviewers who will give their ethical opinion, ethics panels are only convened for tier 3 projects.

Examples of where projects will fall in tiers:

Tier 1: Literature reviews, desk-based studies using freely available data / data where UCAB has data sharing agreements.

Tier 2: Empirical studies involving animal behaviour observations, environment sampling and questionnaires.

Tier 3: Studies involving physiological sampling of humans and/or animals, such as blood or saliva. Any dietary changes to animals or studies at a higher risk of welfare concerns. Studies which may negatively impact institutional reputation.
This process will be managed and administered by the chair of the UCAB Research Ethics Panel, who will assign reviewers, request the convening of an ethics panel from Academic Services and will monitor the completion and integrity of the review process.

Step 3: Ethical Opinion Outcomes

The UCAB Research Ethics Panel aims to review applications and provide an ethical opinion in the following timescales:

Tier 1: 5 working days

Tier 2: 10 working days

Tier 3: 15 working days

Researchers should ensure that appropriate time is given from submission of the ethics application to receive an opinion and, if appropriate, make revisions and gain favourable opinion before commencing data collection.

The UCAB Research Ethics Panel may give one of three ethical opinions, using a traffic light system:

Favourable opinion: The reviewers have given a favourable opinion and are satisfied that the project will be conducted in an ethically-sound manner and the project can proceed.

Revision: The reviewers feel the project is ethically-sound in principle however, they require further information or some elements of the application to be amended before they can give a favourable opinion.
Rejection: The reviewers feel that the project cannot be completed in an ethically-sound manner and require a full resubmission of the proposal based on their feedback. In all cases, feedback will be provided to the applicant through the project supervisor, who should support any amendments of resubmissions of the application.

Note: If reviewers cannot decide and chair is a reviewer, then a nominee of the RDC will have final say.

6. ETHICS PANEL TERMS OF REFERENCE

6.1. The Research Ethics Panel provides an opinion on the ethical soundness of the project, and its suitability to proceed to data collection stage. No data collection can commence until the project has received a favourable ethical opinion from the Research Ethics Panel.

6.2. The ethical opinion process is intended to:

- protect the welfare, safety, dignity, confidentiality (where applicable) and rights of human participants and/or animals and the environment
- review any research proposal submitted by HE staff or HE students for research involving animals, human participants or the environment
- provide guidance for staff and students on research ethics and the design of ethically-sound research proposals
- encourage a strong, ethically-sound, defensible research culture within UCAB
- support research project supervisors to council students/staff regarding the importance of promoting and protecting human and/or animal welfare

6.3. The UCAB Research Ethics Panel reports directly to the Research and Development Committee.

6.4. The Panel membership shall be:

- Designated member of HE Staff (Chair) (1)
- HE Teaching, Learning and Scholarship Lead (1)
- Curriculum Team Leader Land-based HE (1)
- Curriculum Team Leader HE Veterinary Nursing (1)
- Resource Managers (various)
- All Project Supervisors (various)
- Heads of Curriculum Departments (Ex officio)

6.5. The Secretary to the Committee is an Academic Services Officer.

6.6. The Panel shall have the power to co-opt other members of College staff when required (in consultation with the Research and Development Committee) and shall refer to appropriate external people when further clarification is required on specific issues.

6.7. The Chair of the Ethics Panel is empowered to determine what constitutes a quorum for each particular ethical panel, usually no less than 4 other individuals. If a tier 3 project is using on-campus resources, then the resource manager or nominee will be invited to the ethics panel.

6.8. Ethical Panels will be convened on an ‘as needs’ basis.

7. RESPONSIBILITIES

7.1 The Chair of the UCAB Research Ethics Panel will have overall responsibility for ensuring compliance with this policy and procedure. The Chair of the UCAB Research Ethics Panel will be assisted by all HE academic staff to ensure compliance with this policy.

7.2 The UCAB Research Ethics Panel is a sub-panel of the Research and Development Committee, who have oversight of this policy and procedure.

7.3 The Chair of the UCAB Research Ethics Panel will:

- Ensure compliance with annual research ethics training;
- Distribute proposals to members of the UCAB Research Ethics Panel for review in a timely manner;
- Monitor the completion of the ethical review process;
- Provide feedback on proposals to applicants and/or their supervisor;
- Provide guidance to staff and students on research ethics;
- Request the convening of the UCAB Research Ethics Panel from Academic Services, as required;
- Provide regular updates on the operation of the sub-panel to the Research and Development Committee.

7.4 Members of the UCAB Research Ethics Panel will:

- Undertake annual research ethics training;
- Provide guidance for staff and students on research ethics and the design of ethically-sound research proposals;
- Review any research proposals assigned to them in a timely manner;
- Ensure ethics paperwork for proposals reviewed are stored correctly;
- Attend UCAB Research Ethics Panel meetings as required;
- Encourage a strong, ethically-sound, defensible research culture within UCAB.

7.5 Staff and students conducting research will:

- Complete ethics paperwork fully and gain favorable opinion from the research ethics panel prior to starting data collection;
- Maintain research integrity, honest and due consideration of cultural sensitivity;
- Minimise possible risks to themselves, their participants and/or subjects;
- Inform the Chair of the UCAB Research Ethics Panel if circumstances change which would impact the ethical opinion of an approved research project.

8. MONITORING AND REVIEW

8.1 The Assistant Principal HE and Academic Registrar will maintain oversight of the effectiveness of these arrangements. This policy and the implementation arrangements which underpin it will be reviewed every two years by the HE Teaching, Learning and Scholarship Lead and the Chair of the Research Ethics Panel.

8.2 This policy and procedure will be implemented by the UCAB Research Ethics Panel, which reports to the HE Research and Development Committee (RDC).

9. SUPPORTING/RELATED DOCUMENTS

- UCAB Guide to Research Ethics
- UCAB Research Project Approval Pack
- Research Ethics Proposal Form

10. RELEVANT LEGISLATION

10.1 In all aspects of this policy the College will comply with the following legislation:

- Health and Safety at Work Act 1974
- The Data Protection Act 2018
- General Data Protection Regulations (GDPR)
- Animal Welfare Act 2006
- Equality Act 2010
- The Animals (Scientific Procedures) Act 1986

11. APPENDICES

- APPENDIX I: Research Ethics Form

APPENDIX I: Research Ethics Form

University Centre
ASKHAM BRYAN YORK

Research Ethics Form

Please indicate the tier of your research project and which sections of the ethics form you have completed (This should be done in discussion with your supervisor):

Researcher Details	
Name:	
Student number:	
Supervisor:	
Title of Proposed Research:	
Type of Researcher: (please tick)	Undergraduate student Level 5 ☐ Undergraduate student Level 6 ☐ Postgraduate student Level 7 ☐ HE Staff ☐
Ethics Panel Tier:	Tier 1 ☐ Tier 2 ☐ Tier 3 ☐

Indicate which parts of the Research Ethics Form have been completed for this application:

1.0 Ethical Review Checklist ☐

2.0 Project Summary ☐

3.0 Basic Methodology (Tier 1 only) ☐

4.0 Human Participants ☐

5.0 Animal Subjects ☐

6.0 Environmental Studies ☐

Appendices

7.0 Risk Assessment ☐

8.0 Organisational Consent ☐

9.0 Participant Information Sheet ☐

10.0 Voluntary Informed Consent Form ☐

11.0 Questionnaire / Focus Group / Interview Questions ☐

12.0 Askham Bryan Resource Approval ☐

If you answered YES to question 20 in the checklist, describe the ethical concerns and their nature, why they have been included, measures taken to mitigate them and arrangements for informing participants of these concerns.

1.0 Ethical Review Checklist

Complete the following questions in sequence, which will identify which tier your project falls into based on the colours in the boxes:

		Yes	No
1	Is the project entirely desk-based and/or using data which is available freely in the public domain? (e.g. census data, government datasets)		
2	Is the project conducted in a natural environment (e.g. woodland) and solely observational, with no direct contact, manipulation of disturbance of vertebrates or invertebrates by the researcher?		
3	Could the research have an adverse impact on the environment? (e.g. air/water/land contamination, damage to habitats, removal of specimens)		
4	Does the research directly involve human participants? (e.g. focus groups, questionnaires, interviews)		
5	If using human participants, will voluntary informed consent be obtained before they participate in the research?		
6	Will all human participants be over the age of 18?		
7	Does the research involve administration of drugs, placebos or other substances (including food and drink) to human participants?		
8	Does the research methodology involve physiological sampling of human participants? (e.g. blood / saliva / faecal)		
9	Does the research involve direct and/or indirect contact with animals?		
10	Is the project observation-based with no manipulation by the researcher of vertebrates of cephalopods? **(Note 1)**		
11	Is the project opportunistically exploring a common and approved husbandry procedure or observing a technique that is part of normal husbandry for those animals in their home environment without substantial adaptation (e.g known enrichment) **(Note 2)**		
12	Are tissues sampled or data collected from a wild population of vertebrates or cephalopods, which require trapping, handling or euthanasia?		
13	Does the research involve substantial manipulations of the normal care protocols of the animal subjects? (e.g. change of substrate / training protocols)		
14	Does the research include treatments which may cause excessive stress to the animal subjects? (e.g. diet change, isolation, repeated handling)		
15	Will financial or other incentives be offered to human participants?		
16	Is it likely that there may be social, cultural or religious issues associated with the research?		
17	Will the research involve working with any genetically modified organisms? (e.g. genetically modified plants, animals or microbes)		
18	Does the project involve co-operation of a gatekeeper for initial access to		

	the data /human participants/ animal subjects/ environment to be sampled? (e.g. pupils/students, zoo visitors, national parks)		
19	Has your project been ethically reviewed and approved by UCAB, an external University or Institutional (e.g. zoo) ethics board, or included in a wider ethically approved UCAB study?		
20	Does your project raise any other ethical concerns that have not been identified in this checklist?		

Note 1: "Yes" applies to projects in which the researcher has no contact with the animals, no treatment is applied and the animals are housed in their usual enclosures. (e.g. observing domestic or captive wild animals at distance with no interaction by any novel person).

Note 2: "Yes" applies to projects where an animal is subjected to an activity which is part of its daily routine, either at Askham Bryan College or an external facility (e.g. shelter or zoo) and has not been extensively modified. For example: observing animals supplied with enrichment by a carer (not by the researcher) where enrichment is an on-going part of the animals' routines; observing animals being handled by non-researchers as part of their health care or alterations in diet presentation without alterations to the diet itself).

1.1 Ethics Tier Outcome

Only blue: This project is considered Tier 1.

At least one yellow: This project is considered Tier 2.

At least one red: This project is considered Tier 3.

At least one grey: This project may already have ethical clearance. Speak to your supervisor.

1.2 Ethics Declaration

Project Details	
Data Collection start date	
Expected project completion date	
Confirmation Statements	
The project has a direct benefit to society and/or improves knowledge and understanding.	☐
I confirm that all information presented in this application is true and accurate, and I agree to alert the UCAB Research Ethics Panel of any changes that may require an amended research ethics application,	☐
All researchers involved have completed relevant training in research ethics and consulted the UCAB Guide to Research Ethics. If you are a student, you must have completed the ethics quiz available on MS Teams.	☐
The risks participants, colleagues or the researchers may be exposed to have been considered and appropriate steps to reduce any risks identified taken. A risk assessment[s] must be completed if applicable, this does not include those doing a desk base study	☐

My research will comply with the Data Protection Act (1998) as well as, the GDPR law (2018) and/or data protection laws of the country I am carrying the research out in, as appropriate. Information for data law may be found at https://www.gov.uk/government/publications/guide-to-the-general-data-protection-regulation	☐
I will not disseminate any of my research findings externally to University Centre Askham Bryan except with written permission from an appropriate representative of the organisation. If I fail to obtain written permission prior to dissemination of findings, I understand that any views expressed are not those of the organisation and that I will be susceptible to any legal action that may be required as a result of a breach of data.	☐
Applicant's Electronic Signature:	Date
Ethical Favourable Opinion Number (To be completed by supervisor):	Date

2.0 Project Summary

Please explain the justification and rationale for the research, the project aims, the research objectives, the research procedure, including the method of data collection.

Project Rationale
Aims and Objectives
Methodology

Data Analysis
Key References

3.0 Basic Methodology (Tier 1 only)

If your project has been determined to be Tier 1, it is considered low risk by the UCAB Research Ethics Panel. This means your supervisor is able to provide a favourable ethical opinion on the project, without requiring additional ethical review.

Ensure you provide an overview of your project below, to justify the allocation of Tier 1 and allow for quality monitoring of the UCAB Research Ethics Panel.

Project Title:	
Basic Methodology: (Provide an overview of the project and how data will be collected and analysed)	

2.1 Supervisor Declaration

As the supervisor for the project detailed above, I confirm that I have a full understanding of the proposed research project and assent to it being assigned as a Tier 1 project, adhering to the UCAB Research Ethics Policy and Procedure. I confirm that I have checked that this paperwork is completed appropriately before signing and agree to inform the chair of the UCAB Research Ethics Panel if any circumstances change regarding the above project which may lead to the project being re-reviewed. (It is the responsibility of the supervisor to ensure this form is filed in the Research Ethics Repository).	
Supervisor Electronic Signature	**Date**

4.0 Research Involving Human Participants

Recruitment, Mitigating Risk and Consent

Provide details of the demographics of your participants (e.g. age range), proposed sample size and method of recruitment. For experimental studies state the inclusion and exclusion criteria with justification.	
Will participants be offered financial or other incentives?	Yes ☐
	No ☐
If yes, please explain why:	
Has a risk assessment been completed? (Not required for online questionnaires / online interviews / online focus groups)	Yes ☐
	No ☐
	NA ☐
Is permission required from a gatekeeper for access to the participants?	Yes ☐
	No ☐
If yes, please provide details:	

Are any of the intended participants likely to be		Yes	No
1	Under 18 years of age?		
2	Children in the care of a Local Authority?		
3	Known to have special educational needs, physically or mentally ill?		
4	Adults lacking capacity?		
5	Vulnerable in other ways		

6	Members of a vulnerable or stigmatized minority?		
7	Unlikely to be proficient in English?		
8	In a client or professional relationship with the researchers?		
9	In any other dependent relationship with the researchers?		
10	Have difficulty in reading and/or comprehending any printed material distributed as part of the study?		

If YES to any of the above, explain and describe the measures that will be used to protect and/or inform participants.

Potential harm, discomfort or stress for living human subjects		Yes	No	N/A
A	Is there significant foreseeable potential for psychological harm or stress for those involved in your research (including the research team)?			
B	Is there significant foreseeable potential for physical harm or discomfort for those involved in your research (including the research team)?			
C	Is there significant foreseeable potential for violation of cultural or social norms/practices?			
D	Is there significant foreseeable potential for conflict or discomfort for any humans your research will impact on?			
If YES to any of the above, explain and describe the measures that will be used to protect and/or inform participants:				

Data Management

Provide details of the type and amount of data that is proposed to be generated for this research:	
Will voluntary informed consent be sought from participants?	Yes ☐
	No ☐
If no, please explain why:	
Will participants be informed of the right to withdraw?	Yes ☐
	No ☐
If no, please explain why:	
How will you ensure that participant data is confidential and anonymous?	
How will you ensure the data collection, storage and destruction is compliant with	

the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018?

Depending on the type of research being conducted, appendices that may need to be included as part of your application are:

- Participant information sheet
- Voluntary informed consent form
- Questionnaires / Surveys
- Interview questions
- Focus group questions
- Participant recruitment adverts
- Organisational consent

5.0 Research Involving Animal Subjects

Provide details of the animals to be used (including species, number of individuals, sex, life stage)
Where are the animals housed?
What will happen to the animals at the end of the research project?
Does the project involve removal of biological material directly/indirectly from a live animal, such as faeces, saliva or blood?
Does the project Involve manipulating an animal's environment for the explicit purpose of your study (i.e. it is not being performed anyway for husbandry or habitat management purposes)?

Is consent required from the owner of the animals?	Yes ☐
	No ☐
Please provide details:	
Are wild animals involved?	Yes ☐
	No ☐

If yes, provide further details:

- Indicate where these are obtained, if they are captured for the research and if so, how they are captured;
- Explain capture method, traps, frequency of checking and potential for non-target species to be captured;
- How will you ensure the competence of the person conducting the research;
- If sick or injured animals are found, how will they be handled.

Explain how you will ensure that animal welfare standards are adhered to during the research project, and plans for if animal welfare is compromised:
Describe any potential harm or adverse effects that may be experienced by the animals and how these will be monitored and mitigated:

Additional Regulations		Yes	No
A	Is the research regulated under the Animals Scientific Procedures Act 1986?		

B	Is the research being conducted outside the UK?		
C	Does the research require any additional licenses/permits?		
D	Is there significant foreseeable potential for harm or discomfort for any animal your research will impact on?		
If you answered yes to any of the above, seek additional guidance from your supervisor and provide additional details:			

Has a risk assessment been completed?	Yes ☐
	No ☐

Depending on the type of research being conducted, appendices that may need to be included as part of your application are:

- Participant information sheet
- Voluntary informed consent form
- Organisational consent

6.0 Environmental Studies

Where is the research taking place?	
Is permission required from the land owner?	Yes ☐
	No ☐
Provide details:	
Are any samples being taken from the environment?	Yes ☐
	No ☐
Provide details:	
Explain the protocol for the research including sampling methods and experimental design:	
Describe the potential environmental impact of the research and how this will be mitigated:	
Has a risk assessment been completed?	Yes ☐
	No ☐

Depending on the type of research being conducted, appendices that may need to be included as part of your application are:

- Organisational consent

7.0 Risk Assessment

Title of Risk Assessment	
Activity	
Location of Activity	

Date Compiled		Date to be Reviewed	

Compiled by		Supported by	

Frequency		**Severity**		**Risk**
1 - Very Unlikely		1 - No Injury, Loss or Damage		1-5 Low Risk
2 - Unlikely		2 - Minor Injury, Loss or Damage		6-10 Medium Risk
3 - Possible	**X**	3 - Moderate Injury, Loss or Damage	**=**	12-15 High Risk
4 - Likely		4 - Major Injury, Loss or Damage		16-25 Very High
5 - Very Likely		5 - Fatality		

Minor Injury	Injuries sustained that need basic First Aid; • Cuts • Grazes • Bruising • Swelling/bumps	Major Injury	Injuries sustained that require emergency medical attention; • Fracture/dislocations of large bones • Head wounds/ Unconsciousness • Large open wounds • Ingestion of chemicals/Anaphylaxis • Amputations

Hazards to Consider					
Plant and Equipment Hazards	Materials and Substance Hazards	General Workplace Hazards	Environmental Hazards	Work Method Hazards	Miscellaneous Hazards
• Trapping • Impact • Contact • Entanglement • Ejection • Electrical • Pressure • Potential Energy • Stability • Overload	• Combustion • Flammability • Oxidiser • Explosion • Reactive • Corrosive • Irritant • Sensitizer • Carcinogen • Toxic/Harmful	• Access • Work at Height • Obstruction • Confined Space • Stacking/Storage • Slips & Trips	• Lighting • Temperature • Ventilation • Weather • Biological (insects/waste)	• Manual Handling • Repetition • Posture • Housekeeping	• Non Employees • New Employees • Organisation • Situations • Vehicles

• Radiation • Noise • Vibration • Thermal	• Biological • Asphyxiates • Dust				

Hazard/Risks Identified	**Whom** Staff, students, contractors or members of the public?	The risk associated with the activity *before* control measures are implemented			**Control Measures**	The risk associated with the activity *after* control measures are implemented		
		F	**S**	**R**		**F**	**S**	**R**
Behaviour; Slips; Trips; Falls; Sickness; RTA; Breakdown;	All	**2**	5	10	Pre-departure briefings; Staff hold key information; First Aid kit on board; Driver and Staff trained.	1	5	5
Activity Taking students on a visit which involves walking round and looking at an activity; behaviour at activity; sickness; Zoonoses; Weather;	Staff/Student	**2**	3	6	Keep in groups; Pre-activity brief by staff or Staff from host organisation; Staff aware of students medical conditions; Encourage both students and Tutors to wash hands after touching animals; appropriate cold/hot weather clothing to be taken.	2	2	

slips; trips; falls;	Staff/Student	**3**	3	9	Correct footwear for the activity. Make students aware of any potential hazards, after conducting a Dynamic Risk Assessment.	2	2	4
Hazard/Risks Identified	**Whom** Staff, students, contractors or members of the public?	The risk associated with the activity *before* control measures are implemented			**Control Measures**	The risk associated with the activity *after* control measures are implemented		
		F	**S**	**R**		**F**	**S**	**R**

Hazard/Risks Identified	**Whom** Staff, students, contractors or members of the public?	The risk associated with the activity *before* control measures are implemented			**Control Measures**	The risk associated with the activity *after* control measures are implemented		
		F	**S**	**R**		**F**	**S**	**R**

This risk assessment has been completed in accordance with **The Management of Health & Safety at Work Regulations 1992** and the **Health & Safety at**

Work Etc. Act 1974 to the best knowledge and understanding of the assessors.

Compiled by	_____	Approved by	_____
Signature	_____	Signature	_____
Date	_____	Date	_____

12. APPENDIX II: Ethical Review Process Flowchart

