

CDSBEO Code of Ethics for Researchers

The researcher must abide by the following Code of Ethics:

1. The research procedure shall not be harmful in any way to the subject(s) participating.
2. The researcher will be under the jurisdiction of the Board, the indicated school(s) administration, and the Supervisory Officer in charge of the school/Board office, in terms of their conduct, while working in the indicated school(s) of the Board office.
3. The data collected in the performance of the research will be kept in strict confidence. No names of persons tested, their test results, or the names of the teachers, principals, or schools, shall be mentioned or attention be unduly attracted to them during or following the research undertaken unless authorized by the Manager of Communications and Freedom of Information/Protection of Privacy. General or specific results as would be used for research papers for scientific journals will be accepted.
4. The researcher shall not, in any way, attempt to attract the interest of the media to their research unless expressly authorized by the Manager of Communications and Freedom of Information/Protection of Privacy. If the researcher is contacted by representatives of the media, the researcher is bound to say nothing in regards to the research unless the researcher has been given the expressed written consent of the Manager of Communications and Freedom of Information/Protection of Privacy.
5. Research that is not supporting or facilitating the operation of the Board is subject to the discretion of the Supervisory Officer. If the Supervisory Officer and the principal(s) of the indicated school(s) reject the use of school facilities for the researcher, the decision is final. The researcher understands and agrees that there is no appeal process.
6. In accordance with this research Policy, any researcher that is undertaking research in this Board that identifies the Catholic District School Board of Eastern Ontario in any manner whatsoever, must obtain prior written permission of the Board for the use of the data.
7. The researcher agrees to provide the Board with one complete copy of the complete research report and ten (10) copies of a condensed version (executive summary) by _____ (date).
8. The researcher agrees to notify the Board of any future publications that refer to this research.
9. The researcher agrees to conform to the time requirements outlined in the application including both the starting and finishing dates.
10. The researcher has read and complies with the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans.
11. The research will not undertake any activity without prior written approval by the Board.

Date: _____ Signature: _____



Information Collection Authorization: Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine eligibility for research projects.

The information will be stored at the Board Office. Any questions with respect to this information should be directed to the Superintendent of School Effectiveness.

Users: Principal, Manager of Communications and Freedom of Information/Protection of Privacy

Copies to: 1. Principal 2. Superintendent of School Effectiveness