

## **POLICY – PO802**

### **Educational Research in Schools**

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Area: Student Services  
Source: Superintendent of Education – Student Services

Approved: Dec. 16, 2002  
Revised: Nov. 9, 2015; Feb. 10, 2020

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#### **1. Introduction**

The Durham Catholic District School Board recognizes that principals, superintendents of education and other Board staff will receive requests from agencies, institutions and individuals to conduct research in Board facilities with students and staff. Such requests must be vetted through established procedures and be consistent with our Catholic values.

#### **2. Definitions**

**Research Advisory Committee** – a committee who reports to the Director of Education or designate, reviews all proposals for research to be conducted in the schools and provides recommendations to approve a research project based on the established criteria contained in this administrative procedure.

**Research** – the systematic investigation into and study of materials and sources in order to establish facts and reach new conclusions.

**Survey** – the investigation of the opinions or experiences of a group of people by asking them questions.

#### **3. Purpose**

The purpose of this policy and its related administrative procedure is to provide a framework for conducting educational research in schools.

## **4. Application / Scope**

This policy and its related administrative procedure applies to all research requests involving employees and students within the Board's jurisdiction.

## **5. Principles**

### **5.1 The Board:**

- 5.1.1 believes that research conducted within the Board shall be ethical and consistent with the values, mission and vision of the Ontario Catholic Education system and the Catholic church;
- 5.1.2 supports and encourages quality educational research in its schools and facilities in order to better inform instructional practice and Board operations;
- 5.1.3 recognizes the need to ensure that research conducted within its jurisdiction is methodologically sound and potentially beneficial to education in general and to the Board in particular;
- 5.1.4 believes that there is a need to balance the potential benefits of educational research with the needs of the school in maintaining a routinized and undisrupted program.

## **6. Requirements**

- 6.1 The Director of Education shall issue administrative procedures to support this policy and to amend them thereafter as the need arises.
- 6.2 A Research Advisory Committee composed of representative staff from within the Board as identified within the administrative procedure will be convened in order to ensure the quality and viability of all research proposals through a consistent review process.
- 6.3 The Director or designate shall appoint the Chief Psychologist as Chair of the Research Advisory Committee.
- 6.4 All requests for research to be conducted at either school or system level must be vetted through the Research Advisory Committee for approval.
- 6.5 The Chair of the Research Advisory Committee shall maintain ongoing contact with researchers regarding the progress of their project and a culminating report will be provided to the Board upon completion.

- 6.6 Protection of school, staff and student identity, as well as the protection of other confidential information is mandatory in conducting this research and in the publication of research reports. Where student involvement is required, active student and parent/guardian consent will be required, except where the student is 18 years of age or older. Where a student is 18 years of age or older, only student consent is required.

## **7. Sources**

- 7.1 Education Act
- 7.2 Ontario Curriculum
- 7.3 Municipal Freedom of Information and Protection of Privacy Act, 1990
- 7.4 The Association of Chief Psychologists with Ontario School Boards  
([www.acposb.on.ca](http://www.acposb.on.ca))

## **8. Related Policies and Administrative Procedures**

- 8.1 Educational Research in Schools Administrative Procedure (AP802-1)