This sheet is designed to help you plan for any safeguarding or ethics issues that arise during your evaluation. There are some example scenarios in the first few rows to work through. You can then add your own to the blank rows below.

**Project Name:**

**Data collection methods used:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Scenario** | **Action(s) to be taken** | | | **Person/ people to contact (list contact details)** |
| Step 1 | Step 2 | Step 3 |
| A participant makes a disclosure |  |  |  |  |
| A participant becomes distressed |  |  |  |  |
| A participant wants to withdraw from the evaluation |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Scenario** | **Action(s) to be taken** | | | **Person/ people to contact (list contact details)** |
| Step 1 | Step 2 | Step 3 |
| There is a breakdown in the relationship with a participant |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |