

**UCD School of Education Scoil an Oideachais UCD**

**Project title – School leadership preparation and development: Policy, practices and perspectives in Ireland and Victoria, Australia**

**Participant information sheet**

Dear participant,

My name is Gavin Murphy, and I am a doctoral student at UCD School of Education. You are invited to participate in the above research project, which I am conducting for my doctoral studies at UCD School of Education. The project is supervised by Professor Ciaran Sugrue. This study aims to map and explore leadership preparation and development from multiple perspectives in two jurisdictions (Republic of Ireland and Victoria, Australia), documenting policies, practices and perspectives on such preparation and development. You have been selected for interview to share your perspectives on your personal preparation and development, both formal and informal, for the role of school leadership. Your interview will form a part of my PhD thesis and has been approved by the UCD Human Research Ethics Committee (HREC) -Humanities (HS).

Participation in this project will involve you partaking in once-off, semi-structured interview of 45 minutes – 90 minutes. Prior to the interview some correspondence time will be necessary with me over e-mail or the telephone to collaborate over scheduling arrangements for the interview. This will ensure a convenient time and place for your participation.

I intend to protect your anonymity and the confidentiality of your responses as fully as possible. In any publications or presentations that arise from the research conducted in this project, I will use pseudonyms for you, names of schools and for any specific individuals you mention (e.g. mentors you may have had). I will remove references to personal information arising during the interviews that may allow someone to guess your identity, therefore your data will be deidentified. Your name and contact details will be kept in a password protected computer file separate from audio data that you supply during the interview. This will only be able to be linked to your responses by me through use of an identification code. Transcripts from each interview will be provided to you for checking and amendment before analysis is commenced.

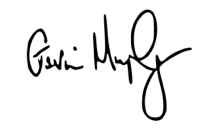
Please be advised that your participation in this study is completely voluntary. Should it be the case that you wish to withdraw at any stage, or withdraw any unprocessed data that you have supplied, you need not provide any reason for so doing, and are free to do so without prejudice.

Any publications that arise from this research can be accessed at your request by application to me in writing. Data collected will be kept securely in UCD School of Education in a locked drawer and on UCD servers under password protection for five years before being confidentially destroyed.

Please indicate that you have read and understood this information by signing the accompanying consent form and returning it to me at [gavin.murphy@ucd.ie](mailto:gavin.murphy@ucd.ie) or to Mr Gavin Murphy, School of Education, UCD, Roebuck, Dublin 4. I will then contact you again to arrange your interview.

Should you require any further information, or have any concerns, please do not hesitate to contact any of the researchers: Mr Gavin Murphy (+353 86 358 1436 or [gavin.murphy@ucd.ie](mailto:gavin.murphy@ucd.ie)) or Professor Ciaran Sugrue (+353 1 716 7944 or [ciaran.sugrue@ucd.ie](mailto:ciaran.sugrue@ucd.ie)). Should you have any concerns about the conduct of the project, you are welcome to The Office of Research Ethics, UCD on +1 716 8767 or [research.ethics@ucd.ie](mailto:research.ethics@ucd.ie).

Yours sincerely,



\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gavin Murphy

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**Participant consent form**

Name of Participant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*[Please use BLOCK CAPITALS here.]*

Name of Investigator: Gavin Murphy.

1. I consent to participate in the doctoral study research named above by partaking in a semi-structured interview, the details of which have been explained to me. An information sheet about the research project has also been given to me to keep.
2. I authorise the investigator, Mr Gavin Murphy, to use for this purpose my responses in the semi-structured interview, referred to under (1) above.

3. I acknowledge that:

(a) I have been informed that I am free to withdraw from the project at any time without explanation or prejudice and to withdraw any unprocessed data previously supplied;

(b) The project is for the purpose of research;

(c) I have been informed that the confidentiality of the information I provide will be safeguarded subject to any legal requirements;

(d) I understand that my anonymity will be protected where possible with the use of pseudonyms in any publications (deidentification will occur) and if ;

(e) I consent to the interview being audio-recorded.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*[Please use BLOCK CAPITALS here.]*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



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**Advert for recruiting participants**

To whom it may concern:

My name is Gavin Murphy, and I am a doctoral student at UCD School of Education. You are invited to participate in the above research project, which I am conducting for my doctoral studies at UCD School of Education. The project is supervised by Professor Ciaran Sugrue. This study aims to map and explore leadership preparation and development from multiple perspectives in two jurisdictions (Republic of Ireland and Victoria, Australia), documenting policies, practices and perspectives on such preparation and development.

Participation in this project will involve you partaking in once-off, semi-structured interview of 45 minutes – 90 minutes. It will be possible to conduct the interview at a time and a place that suits you best. The project has been approved by the UCD Human Research Ethics Committee (HREC) -Humanities (HS).

I intend to protect your anonymity and the confidentiality of your responses as fully as possible, for example, by using pseudonyms and removing any personal information shared in interviews that is deemed to risk compromising the safeguarding of your identity through deidentification of data. Data will be stored on password protected devices and de-identified in transcripts, which you will have the opportunity to check before analysis commences.

If you would be interested in partaking in the project, or would like further information about the project, please contact me on +353 86 3581 436 or [gavin.murphy@ucd.ie](mailto:gavin.murphy@ucd.ie) or my supervisor Professor Ciaran Sugrue on +353 1 716 7944 or [ciaran.sugrue@ucd.ie](mailto:ciaran.sugrue@ucd.ie).

Yours faithfully,

Gavin Murphy



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**Semi-structured interview protocol**

1. Tell me about your trajectory from first entering teaching (or before) towards the role you occupy today as school leader in this context.
2. Can you comment on the preparatory experiences available to you as you moved along this trajectory you’ve just recounted?

*Probes:*

Were the experiences:

* Self-managed/ university supported/ system supported?
* Within or outside of the school?
* Formal or informal?
* Aiming to prepare for particular contexts (e.g. faith schools/ disadvantaged schools) or generic?

1. What do you believe should be the purpose of school leadership preparation and development?
2. What are the benefits and disadvantages offered by current approaches to school leadership preparation and development as it is structured today (for example, through formal school leadership preparation programmes)?
3. What challenges do you experience in your work as school leader that you believe should be reflected on contemporary school leadership preparation and development programs?
4. Do you agree that formal qualifications should be mandatory for all future school leaders? Why/ why not?
5. How has life more broadly prepared you for the role of being a school leader?