

Consent letter to the parents of the pilot and main studies' participants

**Centre for Augmentative and Alternative Communication
Sentrum vir Aanvullende en Alternatiewe Kommunikasie
&
INTERFACE**

- 2006 Laureate Award, Education Innovation for the Fofa Project
- 2004 T-Systems Age of Innovation & Sustainability Awards: Excellence in Innovation and Sustainability: Social
- 2003 National Science & Technology Awards: Corporate Organization over the last ten years.
- 2002 Shirley McNaughton Award for Exemplary Communication received from the International Society for Augmentative and Alternative Communication
- 1998 Rolex Award for Enterprise: Associate Laureate
- 1995 Education Africa Presidential Award for Special Needs



UNIVERSITEIT VAN PRETORIA
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**Faculty of Humanities
Fakulteit Geesteswetenskappe**

12 August 2011

Parental Informed Consent Letter

THE ICONICITY OF PICTURE COMMUNICATION SYMBOLS (PCS) FOR CHILDREN WITH ENGLISH ADDITIONAL LANGUAGE (EAL) AND INTELLECTUAL DISABILITY.

Background

Typically communication involves speech. However, many children with disabilities find it difficult to talk and to understand. Speech therapists can help these children to communicate using other means, such as pictures, symbols, signs and gestures. Choosing the correct pictures is important when helping these children to communicate.

Iconicity means the degree to which a picture/symbol looks like what it is representing. If a picture looks very much like what it is referring to, then it is easier to learn, remember and use for communication.

Picture Communication Symbols (PCS) is a picture symbol set consisting of that can be used for communication. This study would like to determine how easy it is for children who speak English and other languages and have an intellectual disability, to understand these pictures.

Why is your child's participation important?

Your child's participation in this research project will have no direct benefit to him/her.

Your child's input will, however, help to improve the service delivery and therapy for children with intellectual disabilities.

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Universiteit van Pretoria, Lynnwoodweg
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Republiek van Suid Afrika



Firstly, your child will be asked if he/she would like to participate in the research. He/she may refuse with no penalty. If your child chooses to participate the researcher will conduct a quick IQ test, of no longer than 20 minutes, and an English vocabulary test in an individual session. All information will be treated as strictly confidential.

Next, your child will partake in a 45 minute session at school, during school hours, within a group of 6 children. Your child will be provided with a book of pictures. The researcher will read out a word or phrase and your child will have to cross the picture that he/she thinks matches to the word/phrase read out. The session will be video recorded.

These sessions will take place at school, during school teaching hours. The total time your child will be involved will be about 2 hours.

It would be of great value if you should agree to participate in this study, as you and your child's input is highly valued. All information will be treated as strictly confidential. Kindly return the reply slip to your child's teacher in the envelope provided.

Will my child experience any risk or discomfort during this study?

All the information obtained from you and your child during the study will be handled confidentially, as your child will be assigned a respondent number. You and your child will not be subjected to any risks.

What are my and my child's rights as participants in this study?

You and your child may, at any given time throughout this study, decide to withdraw. Should you decide to withdraw, your decision to do so will in no way penalise you, or the services the school offers to your child. During all procedures a sign indicating 'STOP' will be provided to your child so he/she can indicate at any time that he/she would like to withdraw.

Will I have access to the research results?

The research results will be made available upon request following the completion of the project. The research data will be stored both as hard copy as well as in electronic format at the *Department of Library Services* at the University of Pretoria for 15 years.

Who can be contacted if I have any further questions?

Should you require any further information, you are welcome to contact me at [redacted] (South Africa – 11 July – 8 September 2011) or [redacted] (France – 26 September onwards) or alicehuguet19@gmail.com or my supervisor, Dr. Shakila Dada at the Centre for Alternative and Augmentative Communication at 012 420 2001.



Thank you in advance for your time and co-operation!

Yours sincerely,

Alice Huguet

Researcher

Dr. Shakila Dada

Supervisor

Prof. Juan Bornman

Co-supervisor

Ethical clearance letter



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Faculty of Humanities
Research Ethics Committee

21 October 2011

Dear Prof Bornman,

Project: The iconicity of Picture Communication Symbols (PCS) for children with English and additional languages (EAL) and mild intellectual disabilities
Researcher: AA Huguet
Supervisor: Prof J Bornman
Department: Centre for Augmentative and Alternative Communication
Reference number: 99096995

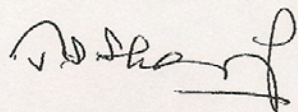
Thank you for your response to the Committee's letter of 12 May 2011.

I have pleasure in informing you that the Research Ethics Committee formally **approved** the above study at an *ad hoc* meeting held on 20 October 2011. Please note that this approval is based on the assumption that the research will be carried out along the lines laid out in the proposal. Should the actual research depart significantly from the proposed research, it will be necessary to apply for a new research approval and ethical clearance.

The Committee requests you to convey this approval to the researcher.

We wish you success with the project.

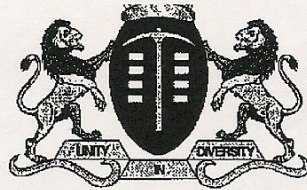
Sincerely



Prof. John Sharp
Chair: Research Ethics Committee
Faculty of Humanities
UNIVERSITY OF PRETORIA
e-mail: john.sharp@up.ac.za



Letter of consent from the Gauteng Department of Education



education

Department: Education
GAUTENG PROVINCE

For administrative use:
Reference no. D2012/32

GDE RESEARCH APPROVAL LETTER

Date:	1 April 2011
Name of Researcher:	Huguet A. A.
Address of Researcher:	P.O. Box
	Craighall
	Johannesburg
	2024
Telephone Number:	
Fax Number:	n/a
Email address:	alice.huguet19@gmail.com
Research Topic:	The iconicity of Picture Communication Symbols (PCS) for children with English Additional Language (EAL) and mild intellectual disabilities
Number and type of schools:	ONE Primary School and TWO LSEN Schools
District/s/HO	Johannesburg East and Johannesburg South

Re: Approval in Respect of Request to Conduct Research

This letter serves to indicate that approval is hereby granted to the above-mentioned researcher to proceed with research in respect of the study indicated above. The onus rests with the researcher to negotiate appropriate and relevant time schedules with the school/s and/or offices involved to conduct the research. A separate copy of this letter must be presented to both the School (both Principal and SGB) and the District/Head Office Senior Manager confirming that permission has been granted for the research to be conducted.

The following conditions apply to GDE research. The researcher may proceed with the above study subject to the conditions listed below being met. Approval may be withdrawn should any of the conditions listed below be flouted:

1. The District/Head Office Senior Manager/s concerned must be presented with a copy of this letter that would indicate that the said researcher/s has/have been granted permission from the Gauteng Department of Education to conduct the research study.
2. The District/Head Office Senior Manager/s must be approached separately, and in writing, for permission to involve District/Head Office Officials in the project.

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Office of the Director: Knowledge Management and Research



3. A copy of this letter must be forwarded to the school principal and the chairperson of the School Governing Body (SGB) that would indicate that the researcher/s have been granted permission from the Gauteng Department of Education to conduct the research study.
4. A letter / document that outlines the purpose of the research and the anticipated outcomes of such research must be made available to the principals, SGBs and District/Head Office Senior Managers of the schools and districts/offices concerned, respectively.
5. The Researcher will make every effort obtain the goodwill and co-operation of all the GDE officials, principals, and chairpersons of the SGBs, teachers and learners involved. Persons who offer their co-operation will not receive additional remuneration from the Department while those that opt not to participate will not be penalised in any way.
6. Research may only be conducted after school hours so that the normal school programme is not interrupted. The Principal (if at a school) and/or Director (if at a district/head office) must be consulted about an appropriate time when the researcher/s may carry out their research at the sites that they manage.
7. Research may only commence from the second week of February and must be concluded before the beginning of the last quarter of the academic year.
8. Items 6 and 7 will not apply to any research effort being undertaken on behalf of the GDE. Such research will have been commissioned and be paid for by the Gauteng Department of Education.
9. It is the researcher's responsibility to obtain written parental consent of all learners that are expected to participate in the study.
10. The researcher is responsible for supplying and utilising his/her own research resources, such as stationery, photocopies, transport, faxes and telephones and should not depend on the goodwill of the institutions and/or the offices visited for supplying such resources.
11. The names of the GDE officials, schools, principals, parents, teachers and learners that participate in the study may not appear in the research report without the written consent of each of these individuals and/or organisations.
12. On completion of the study the researcher must supply the Director: Knowledge Management & Research with one Hard Cover bound and an electronic copy of the research.
13. The researcher may be expected to provide short presentations on the purpose, findings and recommendations of his/her research to both GDE officials and the schools concerned.
14. Should the researcher have been involved with research at a school and/or a district/head office level, the Director concerned must also be supplied with a brief summary of the purpose, findings and recommendations of the research study.

The Gauteng Department of Education wishes you well in this important undertaking and looks forward to examining the findings of your research study.

Kind regards

Shadrack Phele MIRMSA
[Member of the Institute of Risk Management South Africa]
CHIEF EDUCATION SPECIALIST: RESEARCH COORDINATION

1 April 2011

Assent letter and form

HOW EASY IS IT FOR CHILDREN WHO SPEAK ENGLISH AND OTHER LANGUAGES TO UNDERSTAND WHAT PICTURES MEAN

Why is it important for me to do this?

Some children find it very hard to speak and learn to read and write. They have difficulty understanding and talking. Speech therapists, like me, help these children to understand and share what they want and think by pointing to pictures. Pictures are very important to help these children.

Some pictures are easy to understand and some pictures are difficult to understand. We need to know which ones are the easiest to understand.

You are very important because you can speak English and other languages. You can help me to learn which pictures will be the best ones for the children who have difficulty understanding and speaking.

What do I have to do?

If you want to help, you have to tell me by crossing 'yes' on the last question of your form. If you don't want to help you can cross 'no' on the last question. You don't have to help if you don't want to and no-one will be cross with you.

If you decide to help me we will play some games together today and another game another day. We will play the first games here and we will look at some pictures, listen and answer some questions. After this you will play the second game another day with me and 5 other children. We will go to a special room and you will look at a book with some pictures. I will say a word and you will cross the picture that you think matches what I say. This game is not a test. All your answers will be right. No one will know what your answers are.

I will video record the games we play together but I will not show this to other people. There is the video recorder. It is on now.

You can also choose to stop at any time and not help me anymore. You can tell me if you don't want to help anymore by holding up your 'stop' card. No one will be cross if you don't want to play with me anymore.













Thank you for listening!



Official use: Respondent nr:

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Child Assent Form

	<p>Do you understand what I have read to you?</p> <p>YES  NO </p>
	<p>Do you have any questions?</p> <p>YES  NO </p>
	<p>Do you understand that I will use the video recorder?</p> <p>YES  NO </p>
	<p>Do you want to help me?</p> <p>YES  NO </p>