Plan Overview

A Data Management Plan created using DMPonline

Title: Significant adults and peers - mapping and understanding transitions in children's support networks over the life course

Creator: Dalia Avello-Vega

Principal Investigator: Dalia Avello-Vega

Affiliation: University of Edinburgh

Template: UoE Default DMP template for PGRs

ORCID iD: 0000-0001-6235-1103

Project abstract:

The study aims to research the roles that significant adults and peers play in children's lives over time. Its findings will help better understand patterns of support from early childhood to pre- adulthood.

The study, which uses a mixed methods design, will respond the following research questions:

- *What are children's relationships like with significant adults and peers, and how do these change over time? (e.g. resident and non-resident parents; close but external adults such as teachers, grandparents or youth workers; support-seeking among peers).*
- *Are changes in children's relationships with significant others explained by processes associated with growth and adolescence or with critical moments in children's lives? (e.g. puberty, age, romantic relationships, family break-up, school transitions).*
- *How do children narrate and reflect on their support networks across the life-course? What sort of support mattered the most, when and why?*
- *What role do social inequalities play in patterns of, and changes in, support networks among children?*

ID: 138838

Start date: 23-01-2024

End date: 30-06-2026

Last modified: 09-07-2024

Significant adults and peers - mapping and understanding transitions in children's support networks over the life course

Administrative Information

1) School or Institute

- CAHSS - School of Social and Political Science

2) Name and Contact details of supervisor(s)

- Dr. Valeria Skafida [valeria.skafida@ed.ac.uk]
- Dr. Emma Davidson [e.c.davidson@ed.ac.uk]
- Dr. Helen Packwood [helen.packwood@ed.ac.uk]

3) Project start date

2024-01-11

4) Project end date

2027-07-30

Data Collection

5) Data Collection

The project will be conducted in two stages, the first stage will analyse secondary data from the Growing Up in Scotland (GUS) study to understand models of intra and intergenerational support to children. The second stage will use qualitative forms of inquiry to better understand patterns of support at different stages of childhood, alongside individuals' narrative constructions of when, where and why such support mattered.

Stage I [Secondary Data]
Special license data currently available with the UK Data Service:

- 8366: Growing Up in Scotland: Cohort 1, Primary 6 Teacher Survey, 2014-2015
- 7432: Growing Up in Scotland: Cohort 2, Sweeps 1-3, 2011-2015
- 5760: Growing Up in Scotland: Cohort 1, Sweeps 1-10, 2005-2020

Special Licence data includes anonymised yet detailed information. Access is granted by the UK Data Service with permission from the data owner (Scottish Government, ScotCen Social Research) after completing the following steps:

- Signed form: Acceptance of Standard EUL
- Signed form: Acceptance of UK/EEA Location Agreement
- Submission of the Special License Bundle (project details)
- Once the depositor approval is granted, data can be downloaded.

Stage II [Primary Data]
A sub-sample of now adult GUS participants (N:20) will be invited to participate in a semi-structured interview.

GUS informed consent includes agreement to potential follow-up interviews, which allows contact with a sub-sample of participants for qualitative data collection.

With support from ScotCen, interview participants will be recruited during sweep 12 of the Growing Up in Scotland study (Winter/Spring 2025). They will be verbally informed of the project by the trained GUS interviewer who will provide them with our contact information. Written materials will use a dyslexic-friendly font, contact email address as well as a QR code that can be scanned to access further project information.

Contact with participants:

Interested participants can choose to:

a) Immediately register to participate in the study by completing a form located in MS Forms/OneDrive

b) Request to be contacted to receive more information via email, phone call, text or WhatsApp. Participants will be advised to not share personal information through these platforms but will instead receive a link to a FAQ page and the study registration form in MS Forms/OneDrive. Initial contact details will be deleted once the participant has received the information requested.

Contact information from registered participants will be stored using a MS Forms/OneDrive until interviews have been scheduled. After interviews are scheduled, contact information from participants will be stored in a clearly labelled encrypted container within DataStore.

Interviews:

Interviews will be conducted in person or online, depending on the preference and availability indicated by the participant.

In-person interviews recorded using an encrypted voice recorder. After the interview concludes and using a cable, encrypted interview audio files will be saved directly to a clearly labelled encrypted container within DataStore in preparation for transcription (by the researcher).

Online interview: recorded using MSTeams. Meeting recordings will be transferred from OneDrive to a clearly labelled encrypted container within DataStore in preparation for transcription (by the researcher).

If the interview is conducted outside of University of Edinburgh's campus, the researcher will connect to the University's VPN network before conducting the interview/transferring records.

Transcripts:

Interview transcripts will be made by the researcher after each interview. If additional support is needed during this stage, digitally recorded interviews will be securely shared with a professional transcription service or with an individual transcriber who will be asked to sign an NDA document.

Interviews will be pseudonymised during transcription. Raw audio and MS Teams recordings will be kept separate from working transcripts at all times.

File Management:

Data will be organised in separate encrypted containers and clearly labeled folder with all files following a project-standardised naming convention as follows:

Raw Data (Encrypted Container)	Working Data (Encrypted Container) - accessible using University of Edinburgh's secure virtual private network
Folder: Participant information	Folder: - UK Data Service Files with version control (GitHub/Jupyter Lab) updated regularly and consistently - Data dictionaries - Output files
Folder: encrypted interview recordings	Folder: Pseudonymised interview transcripts and Interview protocol
Folder: Informed consent forms	

Raw and working data will be stored on the University of Edinburgh's Data Store, which provides enterprise-class storage with guaranteed backup and resilience. Data is retained on DataStore until deletion by the data owner. The backups provide resilience in the case of accidental deletion and against incidents affecting the main DataStore storage. The data are automatically replicated to an off-site disaster recovery facility, with 10 days of file history visible online. Off-site tape backups keep 60 days of history of the filesystem. The 60 day rolling snapshots allow important data to be recovered to a prior state, by request if beyond the visible period. Sensitive data stored on DataStore will be further protected by the use of 256 bit encryption as required by University policy.

To access the data via University of Edinburgh's secure virtual private network, the researcher will use a user-name and password are only known to them.

At the end of the project, selected data will be shared with the UK Data Service (see section 2.2)

Documentation & Metadata

6) Documentation & Metadata

Full project documentation will be managed through OSF.IO

Metadata:

UK Data Service's standards for metadata will be used to document all the data collected and analysed. The naming and version convention will be consistently applied.

Interview transcripts will be accompanied by the following metadata: study title and abstract, keywords, data creators, funder, method used to generate the data, data type (text), publisher (e.g. UoE).

README.txt file including:

- Context of the data collection including bibliographic citation of the study and data, scope of the study (topics, geography, time), methodology of data collection, sampling and processing, data access information, and information on accompanying materials.
- Data file description (data format, file type, file structure, missing data, weighting variables and software)
- Variable descriptions

Field notes, Interview protocol and codebook
Jupyter Notebook with complete analytical workflow

Ethics & Legal Compliance

7) Ethics & Legal Compliance

Data Collection and Management:

- Data will be collected using encrypted/secure tools
- All data will be stored in encrypted folders on the University of Edinburgh's secure server (DataStore) and will be password-protected.
- Digital notebooks will be used for field notes using MS OneNote software.
- The lead researcher has received training in data security standards.
- Laptops/devices used to access DataStore will be encrypted and/or password protected and kept behind lock and key when not in use.
- All data analysis will be conducted by accessing DataStore directly to reduce the risk of accidental loss/deletion of data

Personal data:

- Personal data will be stored separately from research data.
- Written informed consent for data sharing will be sought from participants taking part in the interviews. Access to the data held in the UK Data Service ReShare repository will be restricted to research and learning purposes only, in line with this repository's criteria for safeguarded data.

Storage and Back-Up

8) Where will your data be stored and backed-up during the project?

DataStore provides enterprise-class storage with guaranteed backup and resilience. Data is retained on DataStore until deletion by the data owner. The backups provide resilience in the case of accidental deletion and against incidents affecting the main DataStore storage. The data are automatically replicated to an off-site disaster recovery facility, with 10 days of file history visible online. Off-site tape backups keep 60 days of history of the filesystem. The 60 day rolling snapshots allow important data to be recovered to a prior state, by request if beyond the visible period.

Sensitive data stored on DataStore will be further protected by the use of 256 bit encryption as required by University policy.

Selection and Preservation

9) Where will the data be stored long-term?

Interview data in the form of anonymised transcripts will be deposited in the UK Data Service for long-term preservation and re-use.

10) Which data will be retained long-term?

Anonymised interview transcripts, researcher field notes, relevant metadata and contextual data (See section 6 for details)
Informed Consent forms will be given to the supervisor for safekeeping.

Data Sharing

11) Will the data produced from your project be made open?

- Yes: go to 12

12) How will you maximize data discoverability & access?

Anonymised interview transcripts will be deposited as safeguarded data with the UK Data Service for preservation and re-use. The lead researcher will grant a non-exclusive, royalty-free licence to UKDS to hold, make copies of, and disseminate copies of the data, in accordance with specified access conditions.

A permanent dataset identifier DOI will be included in all publications arising from the project in order to enable discoverability. Interview transcripts will be accompanied by metadata allowing potential new users to identify whether the data are suitable for their research purposes. The UK Data Service will apply a suitable end-user license to enable re-use.

Information about the data sharing process will be shared with the Growing Up in Scotland study team.

Responsibilities & Resources

14) Who will be responsible for the research data management of this project?

The primary responsibility for study-wide data management lies with the main researcher, Dalia Avello Vega, who has received training from the University of Edinburgh in data protection, information security and working with sensitive data.

15) Will you require any training or resources to properly manage your research data throughout this project?

The researcher has undertaken all required and recommended Data Management trainings. No further trainings are expected at this time.

The size of the data will be negligible for storage purposes. No data repository fees are expected at this time.