



Warwickshire Pride

Registered Charity Number: 1162449

Research Policy

Introduction

Warwickshire Pride is committed to conducting research that supports our mission (More information at <https://warwickshirepride.co.uk/about-us>) and serves the needs of the LGBT+ community. This policy outlines how research activities, including surveys, in-person questionnaires, 1-1 interviews & focus groups, will be conducted to ensure ethical practices, data protection, and the safety of all participants.

Types of Research

Research activities covered by this policy include:

- Surveys: Conducted online or via paper, designed to collect data from a broad audience.
- In-Person Questionnaires: Structured interviews conducted face-to-face with participants.
- 1-1 Research Interviews: Detailed, personal interviews conducted with individuals to gather in-depth information.
- Research/Focus Groups: Group-based discussions led by a moderator to gather qualitative feedback through structured activities and open dialogue. Used to explore attitudes and understand behaviours in a collaborative setting.
- Other Research Activities: Any additional data collection activities that involve participants.

Ethics Review and Compliance

All research projects will undergo review by a Research Ethics Committee (REC) or equivalent body before commencement. This review will ensure compliance with ethical standards and relevant regulations.

Equal Opportunities and Representative Participation

Warwickshire Pride is committed to inclusivity in all research activities. We will ensure that participants reflect the diversity of the community we serve, including gender identity, sexual orientation, race, ethnicity, age, socioeconomic status, and ability. Efforts will be made to avoid data skew by actively engaging underrepresented groups.

Ethical Guidelines

All research will be conducted ethically, with respect for participants' rights. This includes:

- **Informed Consent:** Participants must be fully informed about the research and provide consent before taking part. The consent process will be clearly documented, including how it is obtained, recorded, and the information provided to participants.
- **Confidentiality and Anonymity:** Participant information will be kept confidential, and data will be anonymised wherever possible.
- **Vulnerable Participants:** We recognise that vulnerability can be situational and not just inherent to certain groups. Special care will be taken when working with potentially vulnerable individuals to ensure their safety and well-being.
- **Sensitive Topics:** Researchers will approach sensitive subjects with care and ensure participants are not unduly distressed.

Data Management and Protection

Warwickshire Pride is committed to upholding best practices to safeguard participants' privacy throughout the research process.

- **Data Collection:** Data will be collected in a secure, ethical manner, ensuring the privacy and dignity of all participants.
- **Data Storage:** All data will be securely stored on servers located within the EU, with encryption applied at rest to ensure its safety. Access to the data is strictly limited to authorised personnel. Although the servers themselves are not directly managed by Warwickshire Pride, we retain full control over all software and encryption used to protect the data.
- **Data Access and Retention:** Access to the data will be tightly controlled, with information retained only for as long as necessary to fulfill the research objectives. Once no longer required, data will be securely and permanently disposed of.
- **GDPR Compliance:** All data will be processed in accordance with Warwickshire Pride's GDPR policy, ensuring full compliance with UK GDPR and the Data Protection Act 2018. This includes strict adherence to regulations on data retention, processing, and participants' rights.

Risk Assessments and Safeguards

A comprehensive risk assessment will be conducted before any research begins to identify potential risks to participants and volunteers. Appropriate safeguards will be put in place to mitigate these risks and protect participants' rights and freedoms, including clear procedures for handling distress or adverse reactions.

Vetting and Training

All individuals involved in research will undergo appropriate vetting, including DBS checks where necessary, and receive relevant training on ethical research practices, data protection, and dealing with sensitive issues. Ongoing training and development opportunities will be provided to ensure researchers stay up-to-date with best practices.

Dealing with Hate or Misinformation

Any incidents of hate speech encountered during research will be reported and addressed immediately. Misinformation will be corrected promptly, and participants will be informed of accurate information. info@warwickshirepride.co.uk should be used for reporting these issues.

Participant Rights

Participants have the right to:

- Withdraw from the research at any time without penalty.
- Access their personal data and request corrections or deletion.
- Raise concerns or complaints, which will be handled in accordance with our Complaints Policy (See [Warwickshire Pride policies folder](#) for more details).

Reporting Unacceptable Research Conduct

Clear procedures will be in place for reporting and investigating any unacceptable research conduct, in line with UK Research and Innovation (UKRI) guidelines.

Emotional Support for Researchers

Given the potentially sensitive nature of LGBT+ research, provisions will be made for supporting researchers dealing with emotionally impactful content. This

includes regular check-ins and information on reporting concerns. Additional provisions may be provided in risk assessments on a per project basis.

Dissemination of Results

Research findings will be disseminated through appropriate channels to ensure the value of the research is realised. This may include academic publications, community reports, and presentations at relevant conferences or events.

Review and Compliance

This policy will be reviewed annually to ensure it remains up to date and compliant with legal and regulatory standards. Any breaches of this policy will be investigated and appropriate action taken.

External Resources

For additional guidance, we refer to key external resources such as the UK Research Integrity Office and the European Science Foundation guidelines.

Contact Information

For further information or to raise any concerns about this policy, please contact the Warwickshire Pride at info@warwickshirepride.co.uk.

Last reviewed: January 2026

Next review due: January 2027