

Sample Ethics Approval Request Form

Region				
School Name				
Project Title				
	First Name	Last Name	Email	Phone
Student 1				
Student 2	If a partner project	If a partner project	If a partner project	If a partner project
Adult Supervisor				
Scientific Supervisor				
This project involves (circle all that apply):	Humans	Animals	Human/Animal Tissue	Microorganisms

Please provide a brief description of your project.

What to include:

- Brief background, your planned method/procedure, your subjects, materials, objective, what are you trying to learn/prove?
- Since ethics approval is required before you begin your project, you won't be expected to have all the details figured out, but you should have a plan and explain that plan to the committee in this section

What the committee is looking for:

- enough information to gauge if your project may need ethics/safety approval
 - What is/are the subject if your project? Humans? Animals? Microorganisms?
 - What will you be doing to your subjects? What will you be asking them to do?

UNDERSTANDING ETHICS & SAFETY

STEM Workshop

For Projects Involving: Humans

Describe any special precautions taken for the project.

What the committee is looking for:

- What have you done to ensure/have you thought about the safety/well-being of your subject?

Examples:

If your project involves strenuous physical activity, you will provide water and won't conduct your project on a day that is too hot/cold.
If your project involves taste testing, you've excluded nuts in case of allergies.

Where will you carry out the experiment?

What the committee is looking for:

- Is the setting you've chosen appropriate for your project and subject?

Examples:

Physical activity projects should be conducted in an environment with good ventilation/air quality.
Surveys/interviews should be conducted in a quiet, private setting in case of privacy concerns.

Please describe the qualifications of your scientific supervisor.

What the committee is looking for:

- Your scientific supervisor has the knowledge and experience to know when your project may violate safety/ethics standards.

Example: Your supervisor for a physical activity project should have a background in kinesiology/sport/medicine.

How many people will be participating in your experiment?

What are their ages?

What the committee is looking for:

- The size of your project, and if you're getting consent from parents if your subjects are under 18

Projects involving humans must also submit the following forms as part of the Ethics Approval process:

- A blank copy of your Informed Consent Form that will be distributed to participants
- A copy of the Letter of Information provided to participants
- A copy of the survey/test (if your project involves a survey or test)

These forms can be obtained from your regional science fair or the Youth Science Canada website.

For Projects Involving: Animals

Describe any special precautions taken for the project.

What the committee is looking for:

- What have you done to ensure/have you thought about the safety/well-being of your subject?
- Are any parts of your project outside the normal activities of your subject (and may cause heightened stress)?

Examples:

The subject's owner will always be present during the project, and it will be conducted in a place without sudden/loud noises.

Where will you carry out the experiment?

What the committee is looking for:

- Is the setting you've chosen appropriate for your project and subject?

Examples:

Projects involving farm animals should be conducted on the farm when possible

Please describe the qualifications of your scientific supervisor.

What the committee is looking for:

- Your scientific supervisor has the knowledge and experience to ensure your subject's well-being and comfort.

Example: A veterinarian/marine biologist/animal behaviourist.

Where will you obtain the animals?

What the committee is looking for:

- That you will obtain the animal from a reputable source and/or with permission from the owner.

Example: A family friend who owns a chicken farm is letting me visit to do my project with his chickens.

How will the animals be cared for during your project?

What the committee is looking for:

- That you have thought about where to keep the animal and how to ensure its comfort and safety when you're not conducting your project.

Example: With its owner; in a chicken coop on the farm.

What will happen to the animals after your project is finished?

What the committee is looking for:

- That you have thought about and know what will happen to the animal after your project.

Example: It will be returned to its family/farm.

For Projects Involving: Microorganisms

Describe any special precautions taken for the project.

What the committee is looking for:

- You are aware of and will follow safety protocol during your project.

Examples:

I will wear gloves and safety glasses, and tie back my hair while working with microorganisms for my project.

Where will you carry out the experiment?

What the committee is looking for:

- Is the setting you've chosen appropriate for your project and subject?

Examples:

In the lab at my school with a sterilization oven, fume hood and autoclave.

Please describe the qualifications of your scientific supervisor.

What the committee is looking for:

- Your scientific supervisor has the knowledge and experience to know when your project may violate safety/ethics standards.

Example: Your supervisor is a microbiologist who has worked in a lab setting for 10 years.

Where will you obtain the microorganisms?

What the committee is looking for:

- That you'll obtain the microorganisms in a safe way from a reliable source.

Example: Your lab at school.

How will the microorganisms be stored during your project?

What the committee is looking for:

- That you've thought about how to safely store microorganisms during your project.

Example: They will be kept in an incubator in the lab at school.

What will happen to the microorganisms after your project is finished?

What the committee is looking for:

- That you are aware of proper safety protocol when disposing of microorganisms.

Example: They will be sterilized using an autoclave in the lab at school before being disposed of.

UNDERSTANDING ETHICS & SAFETY

Resources

INFORMATION AND POLICIES

Youth Science Canada Safety and Ethics Information:
<https://mystemspace.ca/start-a-project/safety-and-ethics/>

Youth Science Canada Safety Policies:
<https://web.archive.org/web/20200929012313/https://youthscience.ca/safety-science-fair-projects>

Youth Science Canada Ethics Policies:
<https://web.archive.org/web/20200929011852/https://youthscience.ca/Introduction%20to%20Ethics>

South Fraser Regional Science Fair Safety Checklist:
<https://sfrsf.files.wordpress.com/2018/12/SafetyCheckwBullets.pdf>

WORKING WITH HUMANS

Participation of Humans: Low Risk:
<https://www.cysf.org/wp-content/uploads/Participation-of-Humans-in-Research-Low-Risk.pdf>

Participation of Humans: Significant Risk:
<https://www.cysf.org/wp-content/uploads/Participation-of-Humans-in-Research-Significant-Risk.pdf>

Youth Science Canada Letter of Information, Informed Consent Template:
<https://mystemspace.ca/wp-content/uploads/sites/39/2021/03/Letter-of-Information-Informed-Consent.pdf>

Youth Science Canada Informed Consent Form:
<https://mystemspace.ca/wp-content/uploads/sites/39/2021/03/Permission-Form-Informed-Consent.pdf>

UNDERSTANDING ETHICS & SAFETY

Resources

WORKING WITH HUMANS (CONTINUED)

Youth Science Canada Low Risk Approval Form (Form 4.1A):

<https://mystemspace.ca/wp-content/uploads/sites/39/2021/03/Form-41A-Participation-of-Humans.pdf>

Youth Science Canada Significant Risk Approval Form (Form 4.1B):

<https://mystemspace.ca/wp-content/uploads/sites/39/2021/03/Form-41B-Participation-of-Humans-2.pdf>

WORKING WITH ANIMALS

Youth Science Canada Vertebrate Animal Approval Form (Form 4.1C):

<https://mystemspace.ca/wp-content/uploads/sites/39/2021/03/Form-41C-Vertebrate-Animals-and-Cephalopods-Approval-1.pdf>