



POINT BLANK

MUSIC SCHOOL

POLICY 070

RESEARCH ETHICS POLICY

DOCUMENT CONTROL BOX

People in scope:					
All students	HE Students	Professional Students	All staff and students	Staff only	
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Sites in scope:			Publication:		
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[Document Revision History](#)

Version Log

Committee / Approval Date	Author	Version	Publication Date	Page Reference & Summary

Related Documentation

Document Reference No. (Policy version / Supporting doc. #)	Document Type	Link or Dept. Owner	Document Title

1. PURPOSE

This Research Ethics Policy outlines the ethical principles and guidelines that govern research conducted within Point Blank. The policy is applicable to both staff and students engaged in research activities. It is overseen by the Research & Enterprise Committee and aligned with the institution's Teaching, Learning and Assessment Strategy and the Academic Staff Development Strategy.

2. ETHICAL PRINCIPLES

At Point Blank, research is guided by the following ethical principles:

- 2.1 **Respect for Persons:** Researchers must recognise the inherent dignity and autonomy of all individuals involved in their research, including participants, collaborators, and colleagues. They must ensure informed consent, voluntary participation, and protection of privacy and confidentiality.
- 2.2 **Benefice:** Researchers must strive to maximise the benefits of their research while minimising any potential harm to participants or the broader community. This includes ensuring that research outcomes contribute positively to society and that risks are carefully considered and mitigated.
- 2.3 **Integrity:** Researchers must conduct their work with honesty, transparency, and intellectual rigor. This involves accurately representing research methods, findings, and potential conflicts of interest. Fabrication, falsification, and plagiarism are strictly prohibited.
- 2.4 **Justice:** Researchers must ensure fairness and equity in the distribution of research opportunities, benefits, and burdens. This includes addressing issues of power dynamics, cultural sensitivity, and inclusivity in research design and implementation.

3. RESPONSIBILITIES OF RESEARCHERS

- 3.1 **Compliance:** All researchers are responsible for familiarising themselves with relevant ethical guidelines, regulations, and institutional policies governing research conduct. They must ensure that their research complies with these standards at all stages of the research process.
- 3.2 **Ethics Review:** Researchers must undergo ethics review for all research involving human participants, animals, or sensitive data. This includes obtaining approval from the Research & Enterprise Committee before commencing any research activities.
- 3.3 **Informed Consent:** Researchers must obtain informed consent from participants before their involvement in the research. This involves providing clear and comprehensive information about the purpose, procedures, risks, and benefits of the study, as well as ensuring participants' voluntary participation and right to withdraw at any time.
- 3.4 **Confidentiality and Privacy:** Researchers must uphold the confidentiality and privacy of participants' personal information and research data. They must take appropriate measures to safeguard sensitive information and ensure that data are anonymized or de-identified whenever possible.
- 3.5 **Conflict of Interest:** Researchers must disclose any potential conflicts of interest that may arise from their research, including financial, professional, or personal affiliations that could influence the integrity or impartiality of the research.

4. POINTBLANK RESPONSIBILITIES

- 4.1 **Oversight:** The Research & Enterprise Committee is responsible for overseeing the implementation of this policy and in ensuring that research activities conducted within the institution adhere to ethical standards.
- 4.2 **Ethics Review Process:** The institution will establish and maintain an ethics review process to evaluate research proposals and ensure compliance with ethical guidelines and regulations. This process will be transparent, efficient, and accessible to all researchers.
- 4.3 **Training and Support:** The institution will provide training and support to researchers to enhance their understanding of research ethics and compliance requirements. This includes workshops, resources, and mentorship opportunities tailored to the needs of staff and students.
- 4.4 **Monitoring and Enforcement:** The institution will monitor research activities to ensure ongoing compliance with ethical standards. Any violations of this policy will be subject to investigation and appropriate disciplinary action, in accordance with institutional policies and procedures.

5. POLICY SCOPE

This Policy is applicable to all students and staff undertaking research activity conducted within the institution.

6. RELATED POLICIES

- Academic Misconduct Policy
- Anti-Bullying Policy
- Equal Opportunities Policy
- Equality & Diversity Policy
- Ethics Policy
- Academic Freedom Policy

7. POLICY OWNER

This policy is under the responsibility of the Research & Enterprise Committee. The responsible committee will ensure the cyclical review of this policy is carried out in line with Point Blank's Quality Assurance Framework.

The Research & Enterprise Committee delegates the operational responsibility of this policy to the following staff:

- Academic Staff Development Coordinator
- Head of Education & Curriculum

8. PROCEDURES

There are no related procedures to this policy.

9. EXHIBITS, APPENDICES AND FORMS

There are no further relevant exhibits, appendices or forms.]

10. REFERENCES AND SUPPORTING INFORMATION

- 10.1 Internal
- Teaching, Learning & Assessment Strategy
 - Academic Staff Development Strategy
 - Quality Manual

10.2 External

- The Office for Students Regulatory Framework: Annex C – Guidance on the criteria for the authorisation for DAPs
- Universities UK: Research standards, ethics and culture
- BERA Ethical guidelines for Educational Research (https://www.bera.ac.uk/wp-content/uploads/2018/06/BERA-Ethical-Guidelines-for-Educational-Research_4thEdn_2018.pdf)