**‘STAND UP FOR HEALTH’**

**A SEDENTARY BEHAVIOUR INTERVENTION IN CONTACT CENTRES**

**Invitation to Participate** **in A Research Study**

**Introduction**

We would like to invite you to take part in this study. Before you decide whether or not to participate, it is important that you understand the purpose of the study and what the research will involve. Please read the following information before you make any decisions.

**What is the purpose of the study?**

Sedentary behaviour (sitting for long periods of time) in the workplace has been linked to reduced mental and physical health, as well as lower job satisfaction and productivity. Contact centres in particular have been identified as having environments where employees often sit for long periods.

This study aims to work with people who are employed in contact centres, to develop a range of activities that will help them sit less and move more. These activities will then be tested over a few weeks and you and your colleagues will have the opportunity to say which ones you like best and if they help you to feel better. Any activities that have positive mental and physical health benefits may be put in place over the longer term to help you have a better workplace experience. We wish to work closely with your workplace to develop and test activities which are likely to be used over the long term and result in a variety of positive outcomes.

**What is sedentary behaviour exactly?**

Sedentary behaviour is any waking behaviour where you are using very little energy (≤1.5 metabolic equivalents METs) while sitting, reclining or lying down.

**Why have I been invited?**

You have been invited because you work in a contact centre which is participating in this study.

**Do I have to take part?**

Absolutely not! Participation is voluntary, and refusal to take part in the study involves no consequences to your employment.

**What if I change my mind about taking part?**

You can withdraw consent from the study at any time, simply by informing us that you would not like to be included in the research, no questions asked. Withdrawing from the study will not affect your employment in any way. If you withdraw, we will continue to use the data collected from you till date for analysis unless you request that your data be removed.

**What will taking part in the study involve?**

*Consent*

Once you have read the study information, you will be requested to read and sign a consent form confirming that you have consented to take part in the study. Consent will be taken from you before the start of the programme.

*The Workshop*

We will hold a workshop with your contact centre to determine which activities you and your colleagues might benefit from in your contact centre.

*Activities*

The study will involve taking part in various activities depending on what you and your centre decide is beneficial and appropriate. Activities may include the use of equipment (such as standing desks, a fit bike, a stair stepper), individual activities (such as taking outdoors breaks, taking the stairs, stretching), social activities (such as group competitions, yoga/exercise classes, creation of a wellness committee). Please note that your centre may not start the activities immediately after you provide consent.

*Measures*

*You will be asked to:*

* Wear an activPAL™ (a small, thigh-worn device for assessing posture and is the preferred measurement instrument for assessing changes in occupational sitting) continuously for seven days (during waking/sleeping hours and water-based activity).
* Complete standardised questionnaires around physical activity, mental wellbeing, and back pain
* Provide information to researchers regarding equipment/activity use and preference.

Data collected through the above measures will be collected from you at 3 time points during the study, until 6 months after the programme ends (data collection timepoints: before the programme, 3 months and 6 months after the programme).

* Routinely collected data such as productivity and staff turnover will also be procured from your employer. This will be at a centre level, and will not be collected for each individual participant.

NOTE: (i) You can still participate in the activities even if you choose not to participate in the study itself. We want you to benefit even if you choose not to formally participate in the measures (above). (ii) All data collected will be anonymised and have no bearing on your performance appraisals or pay.

# Will I be paid for participating?

As a thank you for your time and effort, you will be given a £5 Love2Shop voucher at each data collection timepoint after the completion of data collection procedures.

**What do I have to do?**

If you are interested in taking part in this study, please complete and return the enclosed consent form and submit it to a Stand Up for Health implementation group member in your contact centre. You can also contact researchers Jillian or Divya by the email address or telephone number below.

**What are the potential benefits of taking part?**

We hope that this will be a rewarding and positive experience for you and that you enjoy being involved in shaping your workplace environment and making it healthier. We hope that some of the activities may continue after the study itself has been completed.

The information from this study may help us to identify ways in which sedentary behaviour can be reduced in contact centres and other workplace settings, which may have the potential to help workers across the UK.

**Are there any disadvantages to taking part in the study?**

The activities that you and your colleagues decide on may mean that you need to change the way you sit or stand during the day. There may be some chance of injuries or pain from using the equipment, which can be avoided by following the safety instructions.

**Will I be able to be identified from the results?**

**No**. All information collected about you will be kept strictly confidential. Your data will be processed in accordance with Data Protection Law. Nothing in our published reports will be able to identify you. Only the researchers will have access to the information collected. All electronic data will be stored on a password-protected computer and all paper records will be stored in a locked filing cabinet. Your consent information will be kept separately from your responses in order to minimise risk.

For more information about how the University use your data please go to:

https://www.ed.ac.uk/records-management/privacy-notice-research/

## If I decide to take part, how will my consent be recorded?

## We will require that you complete a consent form before the programme starts.

**What will happen to the results of the research study?**

We will intend to publish papers in academic journals, and present at research conferences. We will also develop press releases and send to local and national media outlets to update them on study findings, and provide summaries of our findings to relevant industry publications and politicians/policy makers. We will make findings publicly available on the SCPHRP website and use social media including twitter to disseminate them. In all cases, you cannot be identified. We will send a summary of what we found to each participant at the end of the study (to be distributed by each centre to all participants).

**What will happen to the data collected from me after the study?**

Information collected from you will be stored in a confidential and anonymous electronic database, which may be used to support other research in future, and may be shared anonymously with other researchers.

**Who is organising and funding the research?**

Dr Ruth Jepson is the main researcher on this study, alongside Dr Graham Baker, Dr Richard Parker, Andrew Stoddart, Scott Lloyd, Dr Divya Sivaramakrishnan and Jillian Manner. The National Institute for Health Research (NIHR) is funding the study.

**Does the study have ethical approval?**

This study has been approved by the School of Health in Social Science Research Ethics Committee.

**For more information about the study, please contact one of the researchers below:**

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| Dr Divya Sivaramakrishnan  Scottish Collaboration for Public Health Research and Policy (SCPHRP)  University of Edinburgh  9 Hope Park Square  Edinburgh  EH8 9NW  Tel: 0131 650 6650  Email: Divya.Sivaramakrishnan@ed.ac.uk | Jillian Manner  Scottish Collaboration for Public Health Research and Policy (SCPHRP)  University of Edinburgh  9 Hope Park Square  Edinburgh  EH8 9NW  Tel: 0131 650 6650  Email: Jillian.Manner@ed.ac.uk |

**In case of any complaints about the research:** Please contact Professor Matthias Schwannauer, Head of School, School of Health in Social Science, [hos.health@ed.ac.uk](mailto:hos.health@ed.ac.uk), 0131 650 4327.

For additional information regarding complaints please visit the following link: <https://www.ed.ac.uk/files/imports/fileManager/WEB%20Complaint%20Form.pdf>

**Thank you for taking the time to read this information.**