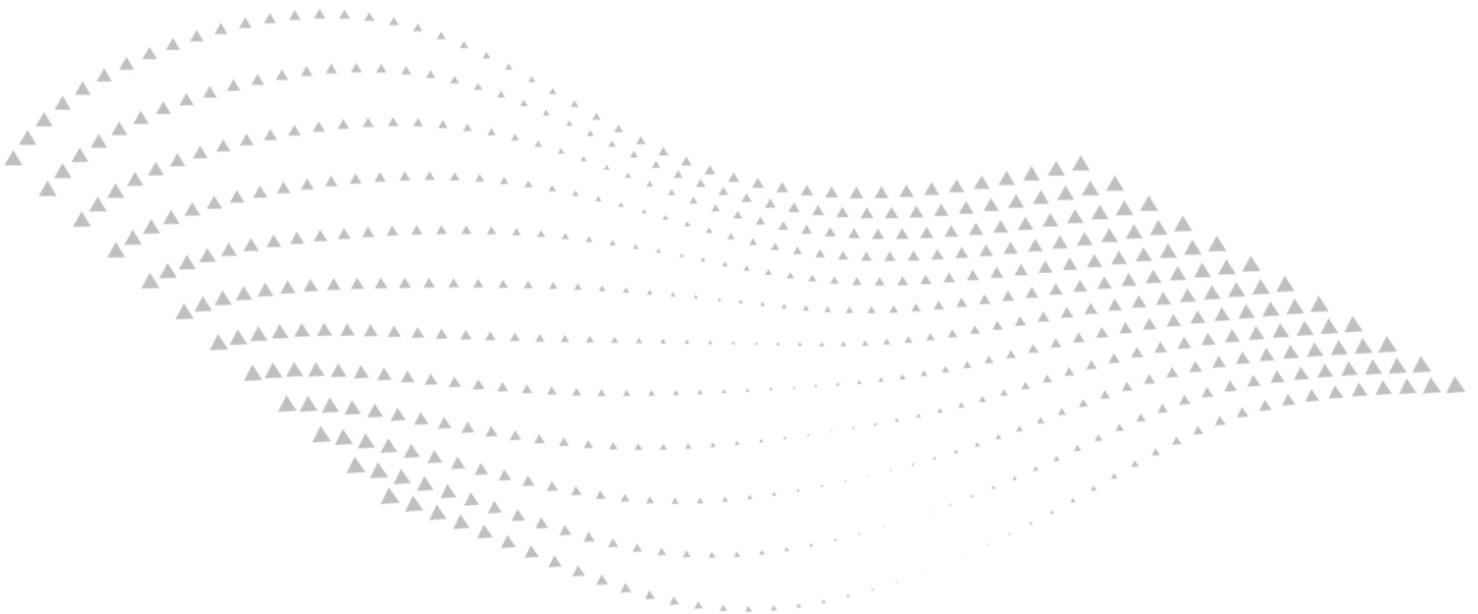


BIMM
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Ethical Approval Policy & Procedure



Last approved: January 2019

Approved by: Academic Board

Next review due: January 2023

Scope

This Policy & Procedure applies to all students registered on a course at BIMM University. This document summarises the University's approach to the ethical approval of undergraduate, postgraduate and staff research.

Objective:

The University aims to ensure that all research projects are conducted in an ethical manner.

Procedure:

The procedure for ethical approval of primary research is outlined below. All primary research involving human participants requires ethical review.

The researcher will complete the Ethical Approval Form (either undergraduate or postgraduate as relevant) with the assistance of their supervisor.

The forms can be found on the [Research & Enterprise page](#) on the University website.

If the application is considered 'High Risk' it must be submitted for ethical review to the ethical approval committee. Undergraduate proposals should be considered 'Low Risk' to be approved by the research supervisor with a copy of the completed ethical approval form being submitted to the course leader to maintain a record of the ethical review process.

The Role of the Supervisor:

For undergraduates and postgraduates, taught students' supervision of research is conducted by the relevant tutor or module/course leader, who is also able to provide guidance on ethical review and empowered to authorise 'Low Risk' projects on behalf of REC.

For staff research projects, the Head of Higher Education or equivalent in the College can provide advice on ethical review and is empowered to authorise 'Low Risk' projects on behalf of REC.

All 'High Risk' projects will be submitted to the ethical approval committee (a sub-committee of REC) for review and approval by the committee, or by REC Chair's Action if appropriate.

Please note: Research must not commence until ethical approval has been granted.