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The researcher undertakes to protect your identity and the nature of your contribution. To ensure your anonymity, all interviews will be anonymous and will not contain information that may personally identify you. For coded identifiable information, (1) your name will not be included on the transcripts; (2) a code will be placed on the transcript; (3) through the use of an identification key, the researcher will be able to link your transcript to your identity; and (4) only the researcher will have access to the identification key.

To ensure your confidentiality, your name will not be used and all data collected will be processed by the researcher and kept in a locked filing cabinet. Only identification codes will be used on data forms and password protected computer files will be used. Once the study is completed, the data collected will be destroyed. I will ask you if I can tape record the interviews. The tape recordings will either be cleaned or destroyed after the research is completed. The tape recordings will also be stored in a safe place to which only my supervisor and I will have access.

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In accordance with legal requirements and/or professional standards, any disclosure of abuse or harm made during the research process by you or any other participant, has to be reported. In this event, I will inform you that I have to break confidentiality to fulfil my legal responsibility to report to the designated authorities.

**What are the risks of this research?**

All human interactions and talking about self or others carry some amount of risks. I will nevertheless minimise such risks and act promptly to assist you if you experience any discomfort, psychological or otherwise during the process of your participation in this study. Where necessary, an appropriate referral will be made to a suitable professional for further assistance or intervention.

**What are the benefits of this research?**

This research is not designed to help you personally, but the results may help me learn more about the phenomenon of bullying. I hope that, in the future, other people might benefit from this study through improved understanding of bullying, and that the planning of services will benefit from the guidelines that I plan to develop. The anticipated benefits expected to society from this

research includes helping people understand the extent and nature of bullying as experienced by you and others and how bullying should be managed by yourselves and other people in authority.

**Do I have to be in this research and may I stop participating at any time?**

Your participation in this research is completely voluntary. You may choose not to take part at all. If you decide to participate in this research, you may stop participating at any time. If you decide not to participate in this study or if you stop participating at any time, you will not be penalised or lose any benefits to which you otherwise qualify. Should you feel, at any stage during the research process uncomfortable or afraid to continue, your participation will be stopped even though you consented. Even though your experience and insight are valuable to this research process, I will respect your decision to terminate. Should you wish to terminate your participation because you feel uncomfortable due to any form of disclosure, I will refer you for counselling. If you gave permission for your child to participate in this study and the child refuses or wishes to terminate participation, the child may do so without any repercussions. His or her decision will be respected.

**What if I have questions?**

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This research has been approved by the University of the Western Cape's Humanities and Social Sciences Research Ethics Committee.

Humanities and Social Sciences Research Ethics Committee

University of the Western Cape

Private Bag X17

Bellville 7535

Tel: 021 959 4111

e-mail: [research-ethics@uwc.ac.za](mailto:research-ethics@uwc.ac.za)

**REFERENCE NUMBER:** HS 20/4/22

Thank you.

Cheryl Blankenberg



## **INFORMATION SHEET: EDUCATORS**

**Project Title:** Guidelines for a coordinated response to bullying of and among children with intellectual disabilities

### **What is this study about?**

This is a research project conducted by Cheryl Blankenberg for a Doctor in Social Work degree, under the auspices of the University of the Western Cape. I am inviting you to participate in this research project, because you have the knowledge, insight and experience to provide me with the needed information to develop a better understanding of the problem of bullying. The research goals are:

- To explore and describe the nature of bullying of and among children with mild to moderate intellectual disabilities
- To identify formal and informal systems that should be included in a coordinated response to address bullying of and among children with mild to moderate intellectual disabilities
- To identify and operationalise the components for both preventing and responding effectively to bullying of and among children with mild to moderate intellectual disabilities to be included in a guideline for the Child Protection System

### **What will I be asked to do if I agree to participate?**

You will be asked to participate in a focus group with me and other educators. The focus group will take place at the Alexandra Hospital. The focus group will approximately 2 hours. The questions that we will focus on are:

- How would you describe your own experiences and perceptions regarding the bullying of and among children with mild to moderate IDs?
- What informal systems are you aware of that address bullying of and among these children?
  - What type of interventions does each of these systems provide?
- What formal systems are you aware of that address bullying of and among these children?
  - What type of interventions does each of these systems provide?
- What do you think is needed to prevent and address bullying effectively?

**Would my participation in this study be kept confidential?**

The researcher undertakes to protect your identity and the nature of your contribution. To ensure your anonymity, the transcripts from the focus groups will be anonymous and will not contain information that may personally identify you. For coded identifiable information, (1) your name will not be included on the transcripts; (2) a code will be placed on the transcript; (3) through the use of an identification key, the researcher will be able to link your transcript to your identity; and (4) only the researcher will have access to the identification key.

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**Do I have to be in this research and may I stop participating at any time?**

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**REFERENCE NUMBER:** HS 20/4/22

Thank you.  
Cheryl Blankenberg



## INFORMATION SHEET: STAKEHOLDERS

**Project Title:** Guidelines for a coordinated response to bullying of and among children with intellectual disabilities

### What is this study about?

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- To identify and operationalise the components for both preventing and responding effectively to bullying of and among children with mild to moderate intellectual disabilities to be included in a guideline for the Child Protection System

### What will I be asked to do if I agree to participate?

You will be asked to participate in Delphi Interviews through focus group interviews with me. This will entail three separate activities, namely:

- The researcher will present the identified key elements for preventing and addressing bullying of and among children with mild to moderate IDs as identified in the first three phases of the intervention research to the panel of specialists. The specialists will be encouraged to analyse and discuss the key elements. Their discussions will be recorded and analysed.
- The analysis of the first discussion will be provided to the participants, while they will also be requested to firstly comment on the analysis and secondly to identify operational elements to be included in the guideline. This will be done individually as a preparation for the second group discussion.
- The group of specialists change, add and confirm the analysis of the first group discussion. The participants will then be asked to compile a list of the key elements that have been identified, and to identify the operational elements for each to be included in the guideline.

### **Would my participation in this study be kept confidential?**

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**REFERENCE NUMBER:** HS 20/4/22

Thank you.  
 Cheryl Blankenberg



# ANNEXURE I: EDITOR'S LETTER



**DR LEE-ANNE ROUX**

EDITOR | PROOFREADER

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PROFESSIONAL EDITING SERVICES

PHD PRACTICAL THEOLOGY (SU) • MTH PRACTICAL THEOLOGY (SU) • BA (HONS) PSYCHOLOGY (UNISA)  
BTH (HONS) PRACTICAL THEOLOGY (UNISA) • BTH PASTORAL COUNSELLING (UNISA)

19 November 2023

TO WHOM IT MAY CONCERN

RE: LANGUAGE EDITING

This letter serves to confirm that I have edited the thesis titled:

**A coordinated response to bullying of and among children with mild to moderate intellectual disabilities within the context of the Child Protection System**

By

**Cheryl Marion Blankenberg**

This certificate does not cover any alterations made subsequent to the editing process.

Please feel free to contact me if you need any further information.

Yours sincerely,

Dr Lee-Anne Roux