

ANNEX K: School / Headteacher Information and Institutional Consent
Form

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School / Headteacher Information and Institutional Consent Form

*Substance Abuse Among Adolescents in Northern Cyprus:
Trends, Risks, and Preventive Responses*
RESEARCH ETHICS DOCUMENTATION

To the School Principal / Headteacher,

Your school has been selected to participate in the Northern Cyprus wave of the European School Survey Project on Alcohol and Other Drugs (ESPAD), conducted under the scientific and operational supervision of the research team on behalf of the Northern Cyprus Prime Minister's Anti-Drug Commission, with the permissions described in Annex J. This form requests your institutional consent for the administration of the survey within your school.

What participation involves:

- Tenth-grade students (aged 15–16) complete the standardised, anonymous ESPAD 2019 Master Questionnaire in a single school lesson (approximately 45 minutes).
- The questionnaire is administered electronically via Google Forms, configured to ensure privacy, with no personal identifiers or tracking metadata collected.
- Participation is entirely voluntary for every student; students may decline, skip questions, or stop at any time without any consequence.
- Written parental/guardian consent and student assent are obtained prior to administration (Annexes I and L).
- Data are reported only in aggregated, anonymised form and used solely for scientific, public-health, and educational purposes.

Institutional consent.

I confirm that I have read and understood the information above, that the relevant ministerial directives have been reviewed, and that I provide institutional consent for the administration of the ESPAD survey within this school under the stated conditions.

School Name:

Principal / Headteacher Full Name:

Signature: Date: ____ / ____ / ____

Sincerely,
Reyfet Abdu
Ethics Committee Director
Northern Cyprus Prime Minister's
Anti-Drug Commission

