

Ethical Compliance Form for the Submission of Manuscripts to the Swiss Journal of Educational Research

The Swiss Journal of Educational Research is committed to respecting ethical principles in research. In accordance with the standards in force in the field, authors are required to ensure that their work complies with ethical principles and conditions of access to the field. This form must be completed and signed by the first author when submitting the manuscript.

In particular, the Swiss Journal of Educational Sciences identifies five fundamental ethical principles (American Psychological Association, 2016):

- **Beneficence and Nonmaleficence.** The activities carried out must avoid any damage, whether psychological, social, cultural or institutional.
- **Fidelity and Responsibility.** Researchers must honour the commitments they have made to the individuals and institutions concerned. Furthermore, researchers must take full responsibility for their actions and decisions, being transparent about their methodological choices and the limits of their interventions.
- **Integrity.** Integrity is at the heart of any scientific endeavour. Researchers must avoid any form of deception, manipulation or fraud. Data must be collected, analysed and reported honestly. Furthermore, the objectives and intentions of the research must be explicitly communicated to the participants, without ambiguity or deliberate omission.
- **Justice.** The principle of justice requires equal treatment in the implementation of activities and interventions. All participants must benefit from the same quality of education. No discrimination or inequality of treatment should arise, whether linked to social status, gender, age or any other criterion.
- **Respect for People's Rights and Dignity.** Respect for the rights and dignity of participants is an absolute priority. This includes protecting the confidentiality of data, obtaining free and informed consent, and respecting privacy. Researchers must ensure that participants are fully informed of the objectives, methods and implications of the research, while offering them the opportunity to withdraw at any time without negative consequences. In addition, particular attention must be paid to vulnerable populations to ensure that they participate voluntarily and respectfully.

1. Assessment by an ethics commission

Has the project been assessed by an institutional ethics committee, which has issued a certificate of compliance?

Yes

Reference number:

Issuing institution:

No

→ Please fill in the following **checklist**.

Ethical Compliance Form for the Submission of Manuscripts to the Swiss Journal of Educational Research

2. Research ethics compliance checklist

Please tick the items that apply to your project:

Ethical principle	Elements to check	Conformity	Observations
Justice and nonmaleficence	The study does not discriminate or stigmatise anyone; participants were treated in accordance with the ethical principles in force.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply	_____
Informed consent	The participants' consent was obtained in a free, informed and explicit manner.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply	_____
	In the case of children or persons under guardianship , the written consent of their legal representatives was obtained.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply	_____
Data protection	Personal data is processed in accordance with the laws and ethical principles in force (anonymisation, secure storage, restricted access).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply	_____
Access to the field	Field access authorisations have been obtained from the relevant authorities.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply	Authorisation reference(s): _____ Issuing authority(ies): _____

3. Declaration of honour

On behalf of all the authors, I, the undersigned, certify that the information provided in this form is sincere, accurate and complete. I declare that the ethical principles mentioned above have been respected in the context of this research, as well as the ethical rules applicable to our research. I confirm that all the guidelines of the Swiss Journal of Educational Research have been fully observed in the preparation of this manuscript. I also confirm that all authors have made a significant contribution to the work presented in the manuscript and have approved the final version submitted to the journal.

Place: _____

Date: _____

Signature: _____

