



HISAR SCHOOL ETHICAL PRINCIPLES FOR RESEARCH

1. PURPOSE AND SCOPE

This document establishes the ethical principles and standards to be observed in all academic and action research conducted within the scope of the Hisar School. It is essential that all research processes be planned and carried out following this ethical framework. Researchers bear direct responsibility for ensuring that their work complies with ethical principles and are required to uphold this responsibility diligently throughout all stages of the research process.

This document complies with the current legislation and the following policies and principles of Hisar School:

- Ethical Policy
- Academic Integrity Policy
- Child Protection Policy
- Personal Data Protection Law and relevant legislation

2. ETHICAL PRINCIPLES TO BE FOLLOWED DURING THE RESEARCH PROCESS

2.1 Voluntary Participation and Informed Consent

- Participation in the research is voluntary for all participants.
- Participants must be clearly and comprehensibly informed about the purpose, methodology, duration, potential risks, and benefits of the research.
- Written or digital informed consent must be obtained from participants (e.g., teachers, parents).
- If tools such as visual/audio recordings, surveys, interviews, classroom observations, exercises, or experiments will be used, this must be clearly communicated to participants, and their consent must be obtained.
- For student participation, parental/guardian consent is required.

2.2 Confidentiality and Privacy

- Personal data of participants (such as name, grade level, demographic information, etc.) must be kept confidential and anonymized.
- The accuracy, security, and confidentiality of the collected data are the responsibility of the researcher. Data must only be used for the stated purposes of the research and must not be shared with third parties.

- Digital data must be stored on secure platforms with restricted access.

2.3 Non-Maleficence

- The research process must not cause psychological, social, academic, or physical harm to participants.
- Participants' self-confidence, motivation to learn, and personal privacy must not be negatively impacted.

2.4 Respect for Universal Values and Human Rights

- All research must be conducted in accordance with universal ethical standards, including respect for human rights, children's rights, and individual freedom.
- Participants' rights to freedom, freedom of expression, social equality, and inclusion must be safeguarded under all circumstances.
- Researchers must show respect for participants' rights, well-being, dignity, and personal data, and take all necessary measures to prevent harm.

2.5 Ethical Sensitivity in Research Involving Animals

- If the research includes any form of observation, experimentation, or indirect intervention involving animals, animal rights, welfare, and the right to life must be respected.
- The use of animals in experimental research is permitted only when scientifically necessary and upon approval by an ethics committee.

2.6 Justice and Equality

- The selection of research participants must be impartial and must not result in discrimination.
- All participants must be treated with equal respect and value.

2.7 Transparency and Accountability

- The purpose, funding source (if applicable), researchers, and outcomes of the study must be clearly stated.
- If any changes occur during the research process (such as project title, research team, or instruments), a written notification must be submitted to PÖMER and the Project Review Committee by the researcher prior to the change. Otherwise, the previous approval will be considered void.
- If the research is withdrawn after receiving approval, written notification must also be submitted to PÖMER and the Project Review Committee.
- Any research outputs intended for publication must be shared in advance with PÖMER and the Project Review Committee.

2.8 Academic Integrity

- Any form of plagiarism, data fabrication, data falsification, or inappropriate citation constitutes a violation of research ethics.
- The contributions of all researchers involved must be fairly acknowledged.
- The research must respect the educational mission, values, and academic principles of the school, and uphold the trust of all stakeholders.

3. SPECIFIC PRINCIPLES BY RESEARCH TYPE

3.1 Research Involving Students

- Researchers must consider students' stage of development and act with pedagogical sensitivity.
- If the research has a direct impact on exam or grading processes, a meticulous approval procedure must be followed.

3.2 Classroom Observation and Teacher Participation

- Observations of teachers must be treated as confidential and must not be used for evaluative or feedback purposes.
- Explicit consent must be obtained from participating teachers.

3.3 Surveys and Interview Methods

- Surveys and interviews should be supported by open-ended questions and must avoid manipulative content.
- All responses must be processed and analyzed anonymously.

4. RESEARCH INSTRUMENTS AND REQUIRED APPROVALS

4.1. Survey and interview questions must be designed following ethical standards.

4.2 Measurement Scale(s)

- If the scale is not open-access, written permission must be obtained from the developer and included in the application file.
- If the scale is open-access, this must be clearly stated in the application.

4.3 Within the scope of the research:

- What will be implemented and how it will be implemented must be clearly stated..
- Any potential risks or unintended effects for participants must be explicitly declared.
- For studies conducted in external institutions, approval must be obtained from both the relevant institution and the Project Review Committee.
- For any research involving surveys, interviews, observations, experiments, tests, or measurement tools, Project Review Committee approval is mandatory.

5. DISSEMINATION OF RESULTS AND PUBLICATION ETHICS

- All materials that are subject to intellectual property and copyright (such as educational content, digital products, etc.) and produced by school personnel shall be considered the property of Hisar School. Research findings may be shared with PÖMER or the school community within an ethical framework.
- Any information or visual content that could lead to the identification of students or teachers must not be published.
- Without the prior approval of Hisar School, research results shall not be published in print or digital formats.

As the researcher, I hereby acknowledge and commit to complying with all principles outlined in this document.