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**I. PURPOSE**

Athlos Academy of Utah recognizes both the value of high quality educational research and the need to protect the confidentiality and safety of staff and students. In order to serve these competing needs, this policy outlines the process for review of proposals for external research utilizing staff or students at Athlos Academy of Utah.

**II. DEFINITIONS**

- A. Personally Identifiable Student Data as used in this policy shall have the same definition as in Utah Code §53A-1-1402(20).

**III. POLICY**

- A. Any request to engage in academic research using staff, students, families, or volunteers at Athlos Academy of Utah or using data held by Athlos Academy of Utah must be submitted to the Lead School Administrator and the Secretary of the Board of Directors at least 45 days prior to the anticipated start of research.
- B. A request to engage in academic research shall include:
1. The proposed research purpose, goals and objectives, and methods, including any instruments used;
  2. A plan for secure data management;
  3. A copy of any informed consent documentation;
  4. Evidence of approval or exemption by an Institutional Review Board (IRB) that is regulated by the Office of Human Research Protections;
    - a. A request to engage in research may be approved pending the receipt of IRB approval, which must be submitted prior to the beginning of research.
  5. The reason for choosing Athlos Academy of Utah and/or members of its community as a subject for this research;
  6. Any value Athlos Academy of Utah would derive from agreeing to participate in this research; and

## External Research Approval Policy

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7. Any financial or other conflicts of interest the researcher was compelled to disclose during the IRB process.
- C. The Lead School Administrator shall make a recommendation to the board regarding approval of the research request at the board meeting following the receipt of the research request based on:
1. The educational and academic value of the proposed research;
  2. Any potential benefits to Athlos Academy of Utah from participating in this research;
  3. Any expected disruption to the school resulting from the research;
  4. Any expected staff time needed to facilitate this research; and
  5. Any concerns over the safety and confidentiality of students and staff.
- D. The Governing Board shall approve or deny the research request at the board meeting following the receipt of the research request.
- E. Athlos Academy of Utah shall not disclose personally identifiable student data for the purpose of external research.
- F. Any research report generated as a result of research conducted at Athlos Academy of Utah must be submitted to the Governing Board upon completion.
1. Any researcher who does not meet this requirement shall be denied future requests to conduct research at Athlos Academy of Utah.

### Legal References:

[Utah Code §53A-1-1402](#)