

Planned Environment Therapy Trust Archive and Study Centre
Researcher's Access Agreement
Restricted Material

Collection:

Files or items concerned:

Restricted material is made available on the understanding that the researcher understands and accepts special conditions relating to its access and use. These conditions are in addition to the general conditions - concerning handling, copyright and so on - that the researcher has already accepted as a precondition of access to Archive materials as such.

In requesting access to the materials listed above, I agree:

- 1) That I will not note down nor convey to any other person in any way (apart from archive staff) the names or any other identifying details of clients, patients, children and/or staff mentioned or contained therein
- 2) That I will consult with the archivist if I feel there may be a question about the confidentiality or otherwise of information within the materials, and will accept the judgement of the archivist;
- 3) That any notes I take concerning the material may be seen by the archivist at any time, and that I will make any deletions or changes requested by the archivist where, in the judgement of the archivist, these are necessary to protect the identities of clients, patients, children and staff (unless struck out from clause 1 and signed above);
- 4) That prior to submitting anything based on or using these materials for possible publication, including but not restricted to lectures, seminars and workshops as well as other forms of publication, I will show them to the Archivist; and that I will make any deletions or changes requested by the Archivist where, in the judgement of the Archivist, these are necessary to protect sensitive or confidential information, including the identities of clients, patients, children and staff (unless struck out from clause 1 and signed above);
- 5) I will deposit a copy of any publication based on or using these materials in the Archive.

Signed:

Date:

Please print name: