



Appendix D: Keeping in touch between Waves 1 & 2: documents

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Keeping in touch invites (young person only)

Keeping in touch letter invite

FirstName LastName
Address1
Address2
Address3
Address4
Postcode

XX XXXXX XXXX
Your Ref: SurveyIVserial

Dear FirstName LastName,

Horizons study


In FF_W1DATE you took part in the first stage of the **Horizons Study**, a new research study exploring the longer-term impact of the Covid-19 pandemic on the lives and futures of young people. I'm writing to say thank you on behalf of the Horizons Study team.

The study has been a great success with over 10,000 young people taking part in this first stage. The next stage of the study will be starting in Autumn 2022, and we will be in touch again then to invite you to take part and to share findings from the first stage.

Meanwhile, we would like you to ask you to complete a short online form, to ensure that the contact details we hold for you are up to date, and to ask you a few questions.

The short online form will only take about 3 minutes to complete. As a thank you, when you finish you will immediately receive a £5 e-voucher. You can choose from a range of vouchers including Amazon, Love2Shop or PayPal.

To complete the online form, simply go to the website, use the log in details below and then at the end you can claim your £5 e-voucher. You can use a computer smartphone or tablet to complete this survey.


Web link: horizonsresearch.co.uk/keepintouch	Username: <input type="text" value="SurveyIVserial"/>	Password: <input type="text" value="Password"/>	
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The Horizons Study is led by University College London (UCL) and the Sutton Trust, with support from the Department for Education. The data collection is being carried out by Kantar Public, a leading independent research company.



Everything you tell us in the survey will be treated in the strictest of confidence. Further details about the survey can be found in the attached FAQs and on the survey website.

Thank you for your help.

Yours sincerely,



Dr. Jake Anders, Principal Investigator
University College London



FAQs

Why am I being contacted?
At some point in the last 12 months, you have taken part in the first stage of the Horizons study. We have sent you this letter to ask you to complete a short online form so we can ask you a few quick questions and keep our records up to date. As a thank you for this, you will immediately receive a £5 e-gift voucher. We are planning to send you an invite in Autumn 2022 to take part in the second phase of the study where you will complete another 30-minute survey and you will receive another voucher as a thank you. It is up to you whether or not to take part, and you can decide then.

What is the Horizons study?
Horizons is an important study following a representative sample of more than 10,000 young people who were in Year 11 in the 2020/21 school year across England. The study aims to follow your cohort as you progress through your education and beyond, with a particular focus on understanding how the COVID-19 pandemic shapes your experiences in future years. The study is funded by the Economic and Social Research Council (ESRC). For more information please visit www.horizonsresearch.co.uk.

Who is carrying out the research?
The study is led by University College London (UCL) and the Sutton Trust, and supported by the UK Government's Department for Education, the Office for Students, and the Independent Schools Council.

Kantar Public is conducting the survey fieldwork. Kantar Public is bound by the Market Research Society (MRS) Code of Conduct – a set of agreements that ensure research is conducted in an ethical and safe manner. Further information about Kantar Public can be found at <https://www.kantarpublic.com/>.

How did you get my details?
When we first invited you to take part in the study, we either used your address from the National Pupil Database kept by the UK Government's Department for Education, or we invited your school to participate and they sent you an invitation directly. We are now using the contact information you provided when you took part to get in touch.

What will happen to the information that is collected?
All the information we collect as part of this research will be held securely and treated confidentially in accordance with the Data Protection Act 2018 and General Data Protection Regulation.

Data Protection Information
The data controller for this project is University College London (UCL). Full details, as well as the study's 'local' privacy notice can be found on the Survey Privacy Information section of the Horizons Study website: www.horizonsresearch.co.uk/privacy.

The UCL Data Protection Officer provides oversight of UCL activities involving the processing of personal data. If you are concerned about how your personal data is being processed, or if you would like to contact us about your rights, please contact UCL in the first instance at data-protection@ucl.ac.uk.

Contact for further information
If you have any questions or concerns, or do not want to receive any more correspondence, please contact us at Kantar Public on Freephone 0800 051 0889 or by emailing us at horizonsresearch@kantar.com. Please include the reference number found on this letter. Alternatively, you can contact the research team at UCL by emailing horizons_study@ucl.ac.uk.

Keeping in touch email invite

Subject line: Horizons Study – receive a £5 e-voucher for keeping in touch

horizons

LOOKING BEYOND COVID-19

Your Ref: {ref}

Dear {name},

Horizons Study - receive a £5 e-voucher for keeping in touch

In {FF_W1DATE} you took part in the first stage of the **Horizons Study**, a new research study exploring the longer-term impact of the Covid-19 pandemic on the lives and futures of young people. I am emailing to say thank you on behalf of the Horizons Study team.

The study has been a great success with over 10,000 young people taking part in this first stage.

The next stage of the study will be starting in Autumn 2022, and we will be in touch again then to invite you to take part and to share findings from the first stage.

Meanwhile, we would like to ask you to complete a short online form, to ensure that the contact details we hold for you are up to date, and to ask you a few questions.

The short online form will only take about **3 minutes** to complete. As a thank you, when you finish you will immediately receive a **£5 e-voucher**. You can choose from a range of vouchers including Amazon, Love2Shop or PayPal.

To complete the online form, simply click on your survey link [here](#).

Alternatively, go to the website, use the log in details below and then at the end you can claim your **£5 e-voucher**. You can use a computer, smartphone or tablet to complete the survey.

Web link: horizonsresearch.co.uk/keepintouch Username: {username} Password: {password}

The Horizons Study is led by University College London (UCL) and the Sutton Trust, with support from the Department for Education. The data collection is being carried out by Kantar Public, a leading independent research company.

Everything you tell us in the survey will be treated in the strictest of confidence. Further details can be found on the survey website or in the letter we recently sent to you.

Thank you for your help.

Yours sincerely,




Dr. Jake Anders, Principal Investigator
University College London, Institute of Education

KANTAR PUBLIC



Keeping in touch invite reminders

Letter and email reminder (same text)

<p>{First name} {Surname} {Address Line 1} {Address Line 2} {Address Line 3} {Postcode}</p> <p style="text-align: right;">{Date letter sent} [Your Ref: xxxx]</p> <p>Dear {First name} {Surname},</p> <p style="text-align: center;">Horizons study: Updating a few details</p> <p>Thank you for taking part in the first stage of the Horizons Study in (FF_W1DATE). We recently contacted you about updating a few details ahead of the next stage of the Horizons study in Autumn 2022.</p> <p>This involves the completion of a very short online form, to ensure that the contact details we hold for you are up to date, and to collect just a couple of extra details.</p> <p>The short online form will only take about 3 minutes to complete and, as a thank you, when you finish a £5 e-voucher will be offered to you via a link displayed on screen. You can choose from a range of vouchers including Amazon, Love2Shop or PayPal.</p> <p>To complete the short online form, simply go to the website, use the log in details below and then at the end you can claim your £5 e-voucher. You can use a computer, <u>smartphone</u> or tablet to complete this.</p> <p>Web link: horizonsresearch.co.uk/keepintouch Username: XXXX Password: XXXX</p> <p>Everything you tell us will be treated in the strictest of confidence. Further details about Horizons can be found in the attached FAQs and on the Horizons website.</p> <p>Thank you for your help.</p> <p>Yours sincerely,</p> <p><i>Jake Anders</i></p> <p>Dr. Jake Anders, Principal Investigator University College London</p> <p style="text-align: center;">KANTAR PUBLIC </p>	<p>FAQs</p> <p>Why am I being contacted? At some point in the last 12 months, you have taken part in the first stage of the Horizons study. We have sent you this letter to ask you to complete a short online form so we can ask you a few quick questions and keep our records up to date. As a thank you for this, you can claim a £5 e-gift voucher at the end of the survey. We are planning to send you an invite in Autumn 2022 to take part in the second phase of the study where you will complete another 30-minute survey and you will receive another voucher as a thank you. It is up to you <u>whether or not</u> to take part, and you can decide then.</p> <p>What is the Horizons study? Horizons is an important study following a representative sample of more than 10,000 young people who were in Year 11 in the 2020/21 school year across England. The study aims to follow your cohort as you progress through your education and beyond, with a particular focus on understanding how the COVID-19 pandemic shapes your experiences in future years. The study is funded by the Economic and Social Research Council (ESRC). For more information please visit www.horizonsresearch.co.uk.</p> <p>Who is carrying out the research? The study is led by University College London (UCL) and the Sutton Trust, and supported by the UK Government's Department for Education, the Office for Students, and the Independent Schools Council.</p> <p>Kantar Public is conducting the survey fieldwork. Kantar Public is bound by the Market Research Society (MRS) Code of Conduct – a set of agreements that ensure research is conducted in an ethical and safe manner. Further information about Kantar Public can be found at https://www.kantarpublic.com/.</p> <p>How did you get my details? When we first invited you to take part in the study, we either used your address from the National Pupil Database kept by the UK Government's Department for Education, or we invited your school to <u>participate</u> and they sent you an invitation directly. We are now using the contact information you provided when you took part to get in touch.</p> <p>What will happen to the information that is collected? All the information we collect as part of this research will be held securely and treated confidentially in accordance with the Data Protection Act 2018 and General Data Protection Regulation.</p> <p>Data Protection Information The data controller for this project is University College London (UCL). Full details, as well as the study's 'local' privacy notice can be found on the Privacy Notice section of the Horizons Study website: www.horizonsresearch.co.uk/privacy.</p> <p>The UCL Data Protection Officer provides oversight of UCL activities involving the processing of personal data. If you are concerned about how your personal data is being processed, or if you would like to contact us about your rights, please contact UCL in the first instance at data-protection@ucl.ac.uk.</p> <p>Contact for further information If you have any questions or concerns, or do not want to receive any more correspondence, please contact us at Kantar Public on Freephone 0800 051 0889 or by emailing us at horizonsresearch@kantar.com. Please include the reference number found on this letter. Alternatively, you can contact the research team at UCL by emailing horizons.study@ucl.ac.uk.</p>
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SMS reminder

Hi {FirstName }{LastName },

In {FF_W1DATE } you took part in the Horizons Study. The next stage starts in Autumn 2022 and we will contact you then. For now we'd like you to complete a 3-minute online form by visiting www.horizonsresearch.co.uk/keepintouch and entering your username: {XXXXX} and password {XXXXX}. You will receive a £5 e-voucher. More info can be found in the FAQs on the website. Thanks from the Horizons Study project team. To stop receiving these messages, text NO to +447908671412

COSMO KITE 2022 CAWI QUESTIONNAIRE

Young People v1

July 2022

ASK ALL

KITEINTRO (*Display*)

In [FF_W1DATE]¹ you took part in the first stage of the Horizons Study, conducted on behalf of University College London and the Sutton Trust.

We plan to contact you again this Autumn to find out what you have been doing since we last heard from you, and your plans for the future.

In the meantime, we just want to collect a few details from you to check that our records are up to date.

This should only take around 3 minutes and to thank you for helping us out you can claim a £5 e-voucher at the end. There will be another higher value voucher available in Autumn when we contact you for the next part of the research.

All of your answers will be kept completely confidential.

ASK ALL

KITE22_ZNAME_ADD (*single code*)

First, we need to make sure we have the correct details for you.

Are the following details still correct?

SCRIPTING NOTE: Display respondent's name and address from sample file

FirstName, LastName

Address1,

Address2

Address3

Address4

PostCode

1. Yes, all details correct
2. These are my details but some are wrong (*please correct at the next question*)
3. No, these are not my details

¹ Month and year of previous interview

IF KITE22_ZNAME_ADD =3: SCREEN OUT TEXT:

Sorry but we can only include the person named on the invitation. If you have selected your previous answer in error, please go back and change your answer.

Otherwise, please select the option below to confirm and to end the survey.

Thank you.

1 - I am not the person named in the previous question

ASK IF RESPONDENT DETAILS ARE NOT CORRECT (KITE22_ZNAME_ADD =2)

KITE22_ZNAME_CORRECT (*open ended*)

Please correct any details which are wrong. When you have finished please click the (>) button to continue.

SCRIPTING NOTE: Display respondent's name and address from sample as on previous screen, but allow respondent to amend these via an open end.

FirstName,

LastName

Address1,

Address2

Address3

Address4

PostCode

ASK ALL

KITE22_MOVE (*Single code*)

Do you expect to move home at any time in the next six months?

1. Yes
2. No
3. Don't know

ASK If KITE22_MOVE = Yes

KITE22_MOVEKN (*Single code*)

Do you know the address of the new home you may move to?

1. Yes
2. No
3. Prefer not to say

ASK If KITE22_YMOVEKN = Yes

KITE22_MOVENEW

What is the address of the new home you will be moving to?

Please enter full address

Address1

Address2

Address3

Address4

PostCode

ASK If KITE22_YMOVEKN = Yes

KITE22_MOVEWHEN

Do you know approximately when you will be moving?

ENTER MONTH

ENTER YEAR

Don't know

ASK ALL WITH EMAIL ADDRESS IN SAMPLE FILE (CHECK FROM SAMPLE FILE)

KITE22_ZEMAILCHECK (*single code*)

This is the email address we currently hold for you:

SCRIPTING NOTE: Display respondent's email address from sample file

EmailAddress

Is this still the best email address to contact you in future?

1. **Yes – it is an email address linked to my school/college**
2. **Yes – it is a private email (not linked to my school/college)**
3. **No, my email address has changed**
4. **Prefer not to answer**

ASK ALL WHO HAVE PROVIDED A SCHOOL EMAIL ADDRESS OR EMAIL ADDRESS HAS CHANGED (KITE22_ZEMAILCHECK=1 OR 3)

KITE22_ZEMAILNEW (single)

Please can you give us another email address that we can use to contact you about this research in the future?

Please do not provide an email address linked to your school/college to ensure we can still get in contact with you once you leave school/college.

1. Email address: {OPEN BOX}
2. I don't have another email address
3. Prefer not to answer

SCRIPTING NOTE: Please validate email address format

ASK ALL WITH NO EMAIL ADDRESS IN SAMPLE FILE (CHECK FROM SAMPLE FILE)

KITE22_ZEMAILFIRST (single code)

It appears that we don't currently have an email address for you. Please could you give us an email address that we can use to contact you about this research in the future.

Please do not provide an email address linked to your school/college to ensure we can still get in contact with you once you leave school/college.

Email address: {OPEN BOX}

1. I don't have an email address
2. Prefer not to answer

SCRIPTING NOTE: Please validate email address format

ASK ALL WITH MOBILE TEL NUMBER IN SAMPLE FILE (CHECK FROM SAMPLE FILE)

KITE22_ZMOBCHECK (single code)

This is the mobile phone number we currently hold for you:

SCRIPTING NOTE: Display respondent's mobile telephone number from sample file

MOBNUMBER

Is this still the correct mobile phone number to reach you on?

1. Yes
2. No
3. Prefer not to answer

ASK IF MOBILE NUMBER HAS CHANGED (KITE22_ZMOBCHECK=No)

KITE22_ZMOBNEW

Please could you give us an alternative mobile number that we can use to contact you about this research in the future.

1. Mobile number: {OPEN NUMERIC BOX}
2. I don't have a mobile number
3. Prefer not to answer

SCRIPTING NOTE: Please validate telephone number.

ASK ALL WITH NO MOBILE TEL NUMBER IN SAMPLE FILE (CHECK FROM SAMPLE FILE)

KITE22_ZTELFIRST (*single code*)

It appears that we don't currently have a mobile phone number for you. Please could you give us a mobile number that we can use to contact you about this research in the future.

4. Mobile number: {OPEN NUMERIC BOX}
5. I don't have a mobile number
6. Prefer not to answer

SCRIPTING NOTE: Please validate telephone number.

[DEMOGINTRO]

Finally, just three further questions to ensure we hold the correct information about you.

Please click the (>) button to continue.

ASK ALL

ZGENDER (*Single code*)

Do you think of yourself as...?

1. Male
2. Female
3. Non-binary
4. In another way (*please type in*)

-8 Don't know

-9 Prefer not to say

ASK ALL

KITE22_ZAGE (*open numeric*)

Please can you tell us your age...

1. Age [OPEN NUMERIC]

-9 Prefer not to say

SCRIPTING NOTE: Please validate age 16-20

ASK IF KITE22_ZAGE IS NOT 16-20

KITE22_AGEVAL

You have said that you are xx years old. If this is incorrect please go back and correct. If this is correct, please click the (>) button to continue

ASK ALL

KITE22_ZETHNICITY

Lastly, what is your ethnic group? Please select one option only from the list below.

White

1. White – English/Welsh/Scottish/Northern Irish/British
2. White – Irish
3. White – Gypsy or Irish Traveller
4. Any other White background

Mixed/multiple ethnic groups

5. White and Black Caribbean
6. White and Black African
7. White and Asian
8. Any other mixed/multiple ethnic background

Asian or Asian British

9. Indian
10. Pakistani
11. Bangladeshi
12. Chinese
13. Any other Asian background

Black/African/Caribbean/Black British

14. African
15. Caribbean
16. Any other Black/African/Caribbean background

Other ethnic group

17. Arab
18. Any other ethnic group

-8 Don't know

-9 Prefer not to say

KITE22_VOUCHER (*Display*)

Thank you. That is all we need for now. We will be in touch again in the Autumn. In the meantime, to thank you for your time today, please click on the link below and follow the instructions to collect your £5 e-voucher.

[VOUCHERLINK] (opens in the new window)

- 1) Complete the required fields and click "Redeem your incentive"
- 2) Choose the item(s) from any of the voucher options available in your online catalogue.
- 3) Add the item(s) you would like to redeem to your cart by selecting "Add to Cart".
- 4) Once you've added the item(s) you wish to redeem to your cart, please select "Checkout".
- 5) Enter in the required delivery information, so we know where to deliver your voucher.
- 6) Review your order and delivery details for accuracy.
- 7) Select "Place Order".

Prenotification mailing covering letter

Young person version

horizons

LOOKING BEYOND COVID-19



FirstName LastName
Address1
Address2
Address3
Address4
Postcode

XX Month 2022
Your Ref: XXXX

Dear {First name} {Surname},

Horizons study – an update

In [MONTH] [YEAR] you took part in the first survey of the Horizons study, a major new study looking at the lives and futures of over 13,000 people in your generation, and your parents/guardians too.

As we approach the start of the second year of this important study, we wanted to share with you a few of the findings from the first survey which you will find on the enclosed postcard. We hope that this gives you a better understanding of the importance of the study and how valuable your contribution is.

If you wish to find out more about the study, please visit www.horizonsresearch.co.uk.

About the second Horizons Survey

We would really value your participation in our second survey and will soon be sending you an invite to it. Your participation is voluntary, and we will be in contact to provide more information on what the survey involves soon.

Taking part in Horizons makes a difference

By taking part, you help to shed light on the life experiences of your generation, including the impact of COVID-19. The information you share will help policy makers and organisations to understand what matters most to people of your generation, and how to make a positive change for them.

Keeping in contact

Please let us know if your contact details need updating, if you have moved house, or changed your phone number or email address by emailing: horizonsresearch@kantar.com. Please quote the reference number at the top of this letter.

Thank you for your continued support of this study.

Yours sincerely,

Dr. Jake Anders, Principal Investigator
University College London

KANTAR PUBLIC



horizons

LOOKING BEYOND COVID-19



FirstName LastName
Address1
Address2
Address3
Address4
Postcode

XX Month 2022
Your Ref: XXXX

Dear {First name} {Surname},

Horizons study – an update

In [MONTH] [YEAR] you took part in the first survey of the Horizons study, a major new study looking at the lives and futures of over 13,000 young people in their generation, and their parents/guardians too.

As we approach the start of the second year of this important study, we wanted to share with you a few of the findings from the first survey which you will find on the enclosed postcard. We hope that this gives you a better understanding of the importance of the study and how valuable your contribution is.

If you wish to find out more about the study, please visit www.horizonsresearch.co.uk.

About the next Horizons Survey

We would really value your participation in our second survey and will soon be sending you an invite to it. Your participation is voluntary, and we will be in contact to provide more information on what the survey involves soon.

Taking part in Horizons makes a difference

By taking part, you help to shed light on the life experiences of your child's generation, including the impact of COVID-19. The information you share will help policy makers and organisations to understand what matters most to families like yours, and how to make a positive change for them.

Keeping in contact

Please let us know if your contact details need updating, if you have moved house, or changed your phone number or email address by emailing: horizonsresearch@kantar.com. Please quote the reference number at the top of this letter.

Thank you for your continued support of this study.

Yours sincerely,

Dr. Jake Anders, Principal Investigator
University College London

KANTAR PUBLIC





LOOKING BEYOND COVID-19



FirstName LastName
Address1
Address2
Address3
Address4
Postcode

XX Month 2022
Your Ref: XXXX

Dear Parent/Guardian of {First name} {Surname},

Horizons study: Making a difference

In [MONTH] [YEAR] your child took part in the Horizons study, a major new study looking at the lives and futures of over 13,000 young people in their generation, and their parents/guardians too.

As we approach the start of the second year of this important study, we wanted to share with you a few of the findings from the first year which you will find on the enclosed postcard. We hope that this gives you a better understanding of the importance of the study and how valuable the contribution of both you and your child can be. If you wish to find out more about the study, please visit www.horizonsresearch.co.uk.

About the next Horizons Survey

Even if you didn't take part in the first stage, we would really value the participation of either parent of the child named in this letter in our second survey. We will soon be sending you an invite to it. Your participation is voluntary, and we will be in contact to provide more information on what the survey involves soon. We will thank you for your participation with an e-voucher.

Taking part in Horizons makes a difference

By taking part, you help to shed light on the life experiences of your child's generation, including the impact of COVID-19. Your contribution as parents/guardians helps us have a more complete picture of your child's life.

The information you share will help policy makers and organisations to understand what matters most to families like yours, and how to make a positive change for them.

Keeping in contact

Please let us know if your contact details need updating, if you have moved house, or live at a different address to the one above. You can do this by emailing: horizonsresearch@kantar.com. Please quote the reference number at the top of this letter.

Thanks for your support on this study.

Yours sincerely,

Dr. Jake Anders, Principal Investigator
University College London

KANTAR PUBLIC



UCL



horizons

LOOKING BEYOND COVID-19



COVID-19 EXPERIENCES

At the time you took part, almost half of you had already had COVID-19. Just over 2 in 10 of those who had had COVID-19 also experienced long COVID. Overall, just less than 1 in 10 of you were asked to shield during the pandemic.



CHALLENGES

Half of you said the pandemic had hit your motivation to study and learn. Around 8 in 10 of you, and 7 in 10 of your parents, felt that your educational progress had suffered due to the pandemic.



LEARNING DURING LOCKDOWN

In the first national lockdown in 2020, the biggest barrier to learning you mentioned was no live lessons being offered by the school, a problem significantly overcome by the third lockdown in early 2021. Those who didn't have an electronic device at home for remote learning, or could only use a mobile phone, had their learning disrupted the most. The number of days you spent per week studying, also the number of hours per day you spent studying, went up from the first to the third lockdown.



MENTAL HEALTH

We saw that your generation reported poorer mental health compared to a cohort older than you, who were interviewed when they were around your age. Young people identifying as non-binary or in another way or female were at higher risk of mental ill health compared to those identifying as male. Personal experience of having had COVID-19, long COVID and having been asked to shield were all associated with higher risk of ill mental health.

SCHOOL SUPPORT

We found that some schools were slower to adapt to pandemic conditions than others, and even later on in the pandemic there were different levels of support for remote learning available to young people in Year 11, an important finding to help understand pandemic impacts on education.

KANTAR PUBLIC

UCL



THANK YOU

Thank you once again for sharing your experiences with us. The information from the study will provide vital evidence to understand the lives of your generation and the impact of the pandemic on your education, employment and well-being. It will help policy makers and organisations to provide services and support. If you are worried or affected about any of the issues covered in the study, there are organisations that offer help and advice. Please visit our website for more information: <https://horizonsresearch.co.uk/Support/>

CONTACT

Kantar Public on Freephone 0800 051 0889 or email: horizonsresearch@kantar.com
UCL research team: horizons.study@ucl.ac.uk

THANK YOU



KANTAR PUBLIC