Nuffield Family Justice Observatory

Research using family justice data in SAIL

User Journey

Family Justice Data Partnership (FJDP) Projects

Population Data Science
at Swansea University

cfj Centre for **Child & Family** Justice Research

SAIL DATABANK

Lancaster University

Start here

Develop study protocol

If you wish to access Cafcass or related family justice data sources in the Secure Anonymised Information Linkage (SAIL) Databank.

Would you like to be supported by the FJDP?

Yes
Choose between:

No

Supported FJDP

- Full dataset documentation and wiki *.
- Fully curated Cafcass data.
- Direct support from a member of the FJDP team or a member of the SAIL team.

Lite touch FJDP

- Full dataset documentation and wiki *.
- Support from a member of the SAIL team.

No FJDP Involvement

- Basic dataset documentation °
- Standard support from SAIL team.

Contact us

Contact the FJDP team to discuss your project.
fjdp@swansea.ac.uk

Project scoping

You will discuss the project idea, viability, timescales, resource usage and costs with the SAIL team.
The FJDP team member at Swansea will advise SAIL.

Study funding application

Only if external funding is required by applicant. This needs to incorporate SAIL costs.

Data preparation

The SAIL team will prepare and provision the data for you so that it is available for your research.

Data negotiation

SAIL will negotiate on your behalf to obtain data from the data custodian. The data custodians may set restrictions or make additional requests to make sure the data collections remain safe. Time scales will vary between data custodians.

Accreditation training

Once your IGRP application has been accepted, all researchers involved in the project will need to undertake Safe Researcher training (MRC's 'Research, GDPR and Confidentiality' course or the 'Safe User of Research Data Environments' training course).

Accepted

Required amendments
Please work with SAIL or the FJDP team to revise your application.

Rejected
Please work with SAIL or the FJDP team to revise your application.

IGRP group

The independent IGRP group will check your project application against a number of criteria, and decide whether or not the research application will progress. They can decide to accept, postpone the decision pending further information, or reject your research application.

Developing SAIL access application

You will then complete and submit an application to the SAIL Databank which will be considered by the Information Governance Review Panel (IGRP). This panel reviews proposals to ensure they comply with Information Governance principles and represent an appropriate use of data in the public interest. The IGRP includes representatives of professional and regulatory bodies, data providers including those from the NHS and the general public.
The proposal provides the IGRP with a detailed outline of the aims of the project, data to be used, analysis and dissemination plans.

Data support

The level of available support will depend on the classification of your project and your requirements. Project classifications are 'Supported FJDP', 'Lite Touch FJDP', or 'No FJDP Involvement.'

Starting your research

You can now carry out your research according to the terms and conditions set by SAIL and the data custodians via the SAIL Gateway.
The level of available support will depend on the classification of your project.

Supported FJDP

You will receive support from the FJDP team if a researcher was named in your application.

Other classifications

Support via SAIL as agreed at the project scoping stage.

Output approval

Mandatory statistical disclosure checks will be undertaken on products of data analyses (such as tables, graphs and other statistical outputs) to safeguard data security. Disclosure controls process can take up to 48 hours.

Acknowledgements

For all classifications please include the standard SAIL and data owner acknowledgements as detailed in the IGRP acceptance. If you are part of a Supported or Lite-touch FJDP please also acknowledge the NFJO and the FJDP.
A document outlining the authorship policy is available on request from fjdp@swansea.ac.uk
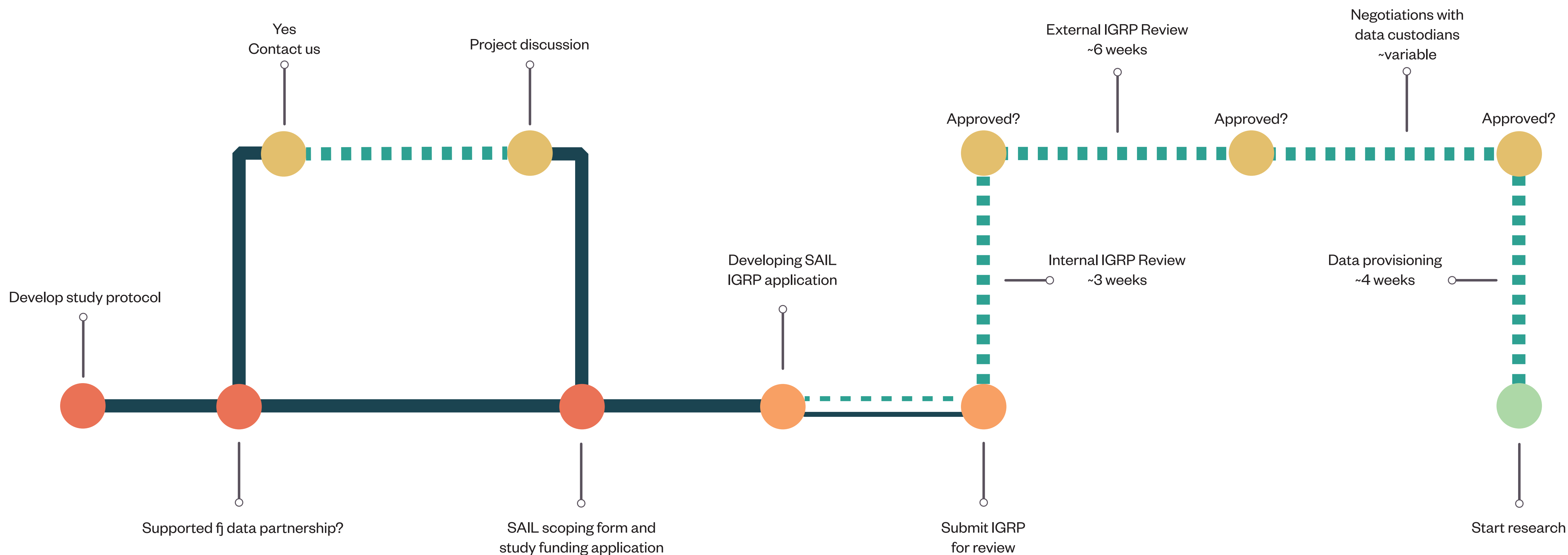
Pre-publication

For all projects please refer to any conditions applied by SAIL prior to project approval.
For Supported FJDP projects please circulate a copy of your research outputs to Lucy Griffiths at fjdp@swansea.ac.uk

* This documentation includes an extensive wiki detailing all useful information about the data.

° This is standard metadata information and schemas.

Researcher / applicant led timeline

SAIL IGRP timeline, ~16 weeks

Yes
Contact us

Project discussion

External IGRP Review
~6 weeks

Negotiations with
data custodians
~variable

Approved?

Approved?

Approved?

Developing SAIL
IGRP application

Internal IGRP Review
~3 weeks

Data provisioning
~4 weeks

Develop study protocol

Supported fj data partnership?

SAIL scoping form and
study funding application

Submit IGRP
for review

Start research

Applicant time / action

SAIL time / action