ELOM User and Data Curation Agreement

Innovation Edge has established a **data repository** in which we wish to house data and findings of research and evaluation studies on early learning programmes (using the ELOM) in South Africa and the Southern African region. The repository will be held by *DataFirst* at the University of Cape Town (www.datafirst.ac.za). This document outlines:

a) The process of data curation and utilisation by end users of ELOM study data, and

b) Terms of use for researchers and evaluators using the ELOM.

Data curation and utilisation by end users

The Innovation Edge is committed to creating an environment in which innovative interventions to improve the early learning outcomes of young children living in poverty are explored and tested. Key partnerships are formed to build a knowledge base around early learning through rigorous evaluation and the sharing of lessons from both successes and failures. The goal is to make this information available to practitioners, researchers, and policy makers through *DataFirst*.

- All data placed in the public domain by *DataFirst* on behalf of Innovation Edge is anonymised. The confidentiality of research participants, and organisations will be preserved at all times. No attempt will be made to obtain or derive information from the data to identify individuals or organisations. The names of organisations studied may be disclosed if this is agreed with the organisation concerned.

- Innovation Edge and the authors of the ELOM must be acknowledged and cited as appropriate in all outputs emanating from the use of the data set/s. Suggested citation:

  Dawes, A., Biersteker, L., Girdwood, E., Snelling, M.J.T.L. & Tredoux, C.G. (2016). Early Learning Outcomes Measure. Claremont, Cape Town: The Innovation Edge. *http://www.innovationedge.org.za/*

- The Innovation Edge and authors of the original dataset would be grateful to be informed of any publications emanating from the studies. These will be made available to the public where this is not precluded by copyright.

- Access to and use of curated data is subject to registration with *DataFirst* and agreement with their conditions of use (the *Datafirst* End User Agreement).

Early Learning Outcomes Measure User Declaration

By signing this declaration, you agree:

1. That only trained and certified ELOM Assessors, or registered Psychologists, Psychometrists and Occupational Therapists (these professionals are exempted from training on the ELOM) will assess children using the ELOM.
2. That complete ELOM kits and scoring systems (electronic or paper based) are sourced from Innovation Edge and used (even if only certain domains are assessed).
3. That where ELOM kits and tablets are borrowed from Innovation Edge, additional terms and conditions apply to the use, care and return of kits/tablets. These terms and conditions are subject to separate agreement.
4. To provide an anonymised data set in an agreed format to the Innovation Edge at a date agreed between the parties.
5. That on receipt of the data, the Innovation Edge Data Repository Task Team will assess the data and evaluate whether it is of the necessary quality for placement with DataFirst for public use.
6. For data obtained from NGOs using the ELOM for M&E purposes, parental / guardian consent for children to be assessed must have been obtained (using the ELOM Consent form). Approval from an Ethics Committee is not required. In the case of data from a research study, *both* parental / guardian consent for children to be assessed *as well as* study approval by an Ethics Committee (IRB) is required. Relevant documentation must be provided when lodging the dataset.
7. The dataset will normally be placed in the public domain eighteen (18) months following the completion of the study, unless an alternative date is agreed between the parties. This date will take into account the needs of researchers to publish from the data prior to its being placed in the public domain. Innovation Edge will inform the researcher of this decision as soon as possible.

Full name and title of researcher		
Name and address of Institution / organisation		
Project name and number (if applicable)		
Signature	*Researcher / Evaluator*	*Executive Director Innovation Edge or nominee*
Date		