

## Terms and Conditions of Research Projects Completed at Greenacres Animal Park

- 1. These Terms and Conditions apply to Researchers carrying out studies at Greenacres Animal Park.
- 2. All projects MUST be registered and approved before the project begins by submitting the Research Project Application Form to Greenacres Animal Park, via email (<u>info@greenacresanimalpark.co.uk</u>) or post (Greenacres Animal Park, Cottage Lane, Mancot, Deeside, CH5 2AZ). Forms must be signed. This is to ensure animal welfare is not compromised during the research project, and that it complies with relevant UK legal requirements.
- 3. All research projects that involve human participants and/or physical manipulation of animals or their environment, must comply with the park's missions and priorities, and may be subject to the park's ethical review process.
- 4. Data from research involving human participants must be processed in accordance with the General Data Protection Regulations (GDPR) and any other applicable data protection legislation. Types of data collected by the researcher must be included in the research proposal. The researcher must provide clear and sufficient information (in accordance with the GDPR and any other applicable data protection legislation) regarding the processing of data on participants that are involved in a research project.
- 5. Researchers recording or photographing animals as part of their project must take steps to avoid capturing park staff and non-park staff/persons unless prior permission is granted before the project commences and appropriate consent has been received.
- 6. Incomplete Application Forms will not be processed.
- 7. Greenacres Animal Park reserves the right to reject a research project proposal. Greenacres Animal Park is under no obligation to give reasons for rejection, but may include, but are not limited to, conflict with the park's missions or priorities, the demand on staff input is too high, or too many researchers conducting studies on the same topics.
- 8. The approval and registration process may take up to a minimum of two weeks and researchers will receive confirmation via email.
- 9. If a researcher conducts several projects, each of them needs to be registered separately by completing a Research Project Application Form(s) for each project.
- 10. Any changes made to the project after the research has been approved needs to be reported to and approved by the park.
- 11. Project Approval gives researchers access ONLY to public areas of the park, unless supervised with a staff member.
- 12. Researchers who are approved will receive details about their chosen species, on request, which will provide basic information about their study subjects e.g., sex and age. Further information about the animals that is not seen as basic information will be given/withheld on a case-by-case basis and should not be relied upon when planning the research project and collecting the projects data.



- 13. Data acquired, or provided by Greenacres Animal Park, may not be used for any purpose other than those stated in the approved application documents, and may not be passed onto third parties without prior notification and approval by the park.
- 14. Any raw data provided by the park to a research study remains the property of the park.
- 15. Researchers are required to cover any costs generated by their approved projects, such as the supply of materials (e.g., survey equipment or enrichment devices) and transport to and from Greenacres Animal Park to carry out data collection.
- 16. Greenacres staff have no academic supervisory duties for projects registered under this scheme and researchers are expected to develop their project in agreement with their academic supervisor and seek academic advice from them throughout the project to ensure a useful outcome.
- 17. Due to unforeseen circumstances, animals might on occasion be off show to the public, which may impact upon researcher's projects. This is beyond the zoo's control, and we do not accept any responsibility. However, we will endeavour to inform researchers of any changes if we are aware it could impact on the project.
- 18. It is the researcher's and the academic supervisor's responsibility to ensure that appropriate Risk Assessments are in place for the data collection at Greenacres.
- 19. Researcher's entering the park are covered by the zoo's public liability insurance. Researchers are, under no circumstances, to have physical contact with animals or enter off-show areas (e.g., mess rooms and animal kitchens) without staff supervision that has been pre-approved.
- 20. While on Greenacres Animal Park premises, researchers must always follow the directions of zoo staff.
- 21. Researchers with project approval must collect data within the normal opening hours of the park, unless previously discussed within the Research Project Application Form and approved by the park.
- 22. The researcher agrees to provide Greenacres Animal Park with an electronic copy of the final project report upon its completion. Submissions can be emailed to <a href="mailto:info@greenacresanimalpark.co.uk">info@greenacresanimalpark.co.uk</a>
- 23. If the approved project's duration is longer than 12 months, a progress report at the end of the 12-month period is required.
- 24. Greenacres Animal Park reserves the right to postpone or withdraw a research project approval, e.g., in cases where the zoo is dissatisfied with a researcher's conduct, for health and safety reasons (e.g., Foot and Mouth Disease precautions) or non-compliance of these Terms and Conditions.
- 25. The researcher must inform the park immediately if it becomes clear that, for any reason, they are unable to complete the project.