LEXIA® CORE5® Reading Randomised Controlled Trial Study

**MEMORANDUM OF UNDERSTANDING**

This memorandum of understanding (MoU) explains what your school’s participation in this research trial will entail. If you agree to take part and accept the terms and conditions outlined below, please sign a copy of this form and return by email to [**lexia@qub.ac.uk**](mailto:lexia@qub.ac.uk)

This project is part of a wider DfE funded programme called the ‘Accelerator Fund’ (AF). The AF aims to increase access to evidence-informed programmes.

The details of the member of staff signing the MoU (name and work email) will be shared with the Education Endowment Foundation (EEF). Please see the [EEF’s privacy notice](https://educationendowmentfoundation.org.uk/privacy-notices/guidance-on-data-protection-for-schools-and-settings-involved-in-an-eef-funded-project) for more information on how EEF processes and uses your data.

**The teams**

During this project, you will be contacted by both the **Project team** (Queen’s University Belfast and LexiaUK) for the delivery of the programme, and by the independent **Evaluation team** (RAND Europe and Elklan), who are carrying out an evaluation of its effectiveness.

*Project team*

Queen’s University Belfast (QUB) lead school recruitment and are working in partnership with LexiaUK, who will provide software licences and training for schools allocated to the intervention group (see more detail on project team roles and responsibilities on p.7).

*Evaluation team*

RAND Europe are leading the independent evaluation of Lexia® CORE5® Reading and working in partnership with Elklan who will administer the testing at the beginning and end of programme delivery (see more detail on evaluation team roles and responsibilities on p.7).

**What is the Lexia® CORE5® Reading programme?**

[Lexia® CORE5® Reading](https://www.lexiauk.co.uk/literacy-programs/core5/) (Lexia) is a computer-based Independent Learning System (ILS) for reading, provided by LexiaUK. Lexia provides personalised practice and instruction in all key skill areas which make a successful reader (R-Y6). As pupils work independently, Lexia tracks progress and adapts automatically to provide extra practice and instruction. In addition, if required, the system suggests teacher-led practice and instruction through its bank of printable resources.

A previous [EEF-funded evaluation of Lexia](https://educationendowmentfoundation.org.uk/projects-and-evaluation/projects/lexia?utm_source=/projects-and-evaluation/projects/lexia&utm_medium=search&utm_campaign=site_search&search_term=lexia) found that struggling readers made on average one additional month progress in reading compared to struggling readers who did not receive Lexia. Based on these findings, the EEF have funded this second, larger research project to test the programme's effectiveness when delivered at greater scale.

**What training do school staff receive?**

Lexia is an Independent Learning System, designed to provide personalised learning to each of the Year 2 pupils selected. School staff teams including teacher lead and teaching assistant delivery staff will be trained to set up intervention group pupils on the Lexia system, to monitor and provide instruction as required, and to understand the data provided by the programme.

Senior leader(s) will also be trained on implementation best practice. LexiaUK will provide all training via online conference facilities. A senior leader, identified lead Lexia teacher, and teaching assistants working with the intervention group will attend one introductory session (1 hour) and up to a further three training sessions over the course of the intervention period (allow up to 1hr 30 min per training session, for typically 6 staff per session).

Once the Lexia licence is issued to your school and Lexia is set up on your system, school staff will receive online training from LexiaUK. Trained school staff will start delivering Lexia to the selected Year 2 pupils immediately following training.

**What happens during delivery?**

During delivery, the school is expected to schedule **4-5 sessions of 30 minutes (including 10-minutes log-on/log-off time) per week for the delivery of this targeted intervention over 24 weeks with the selected Year 2 pupils (intervention group).** The intervention group will be withdrawn from their class and supervised by a trained member of staff.

Staff will log on to reports at least once per week in order to check progress, and if necessary, deliver the printable resources which the system provides. Senior leadership should log on once per week to check fidelity of implementation.

**What technology is required?**

Lexia can be accessed on a web browser and iPad. A reliable internet connection is required. Pupils should also use headphones and have a quiet area to work in during sessions. More information on IT system requirements are available [here.](https://www.lexialearningresources.com/core5/public/technical_information/Core5_System_Requirements.pdf)

Although in usual practice, home use is available, this is not permitted until after the 24-week intervention period.

**Why is this being evaluated?**

Building on previous evidence of impact, the EEF are funding a new randomised controlled trial of Lexia to test the programme’s effectiveness when delivered at greater scale.

Although some schools use Lexia across the age and ability range, it is more commonly used as a targeted intervention for pupils, which is how we will evaluate the programme in this research trial, with struggling readers from Year 2, selected by their teachers.

This evaluation will seek to measure the effectiveness of Lexia in improving the reading outcomes of these Year 2 pupils. In doing so, it will compare the impact of Lexia on pupils’ outcomes against usual reading instruction. Furthermore, the evaluation will also probe into contextual factors that influence the delivery of Lexia across different types of schools. Since this evaluation follows from an efficacy study, it will build on the findings of the former.

**Why a randomised controlled trial?**

The EEF regularly evaluates its projects through an established evaluation process called Randomised Controlled Trials (RCTs). In an RCT, participation is determined by random selection. For this project, that means each school’s involvement in the Lexia programme will depend on whether they are randomly assigned into one of the two groups; the intervention group (who will deliver Lexia) or the control group (who will continue with their usual teaching).

**What will happen in the trial?**

The trial will include 224 primary schools in total, over the course of two years, of whom half will be randomly assigned to deliver Lexia (intervention group) and half will be randomly assigned to continue with business as usual (control group).

The trial has already recruited cohort 1 and is currently recruiting cohort 2: June 2024 to June 2025 (112 schools, 56 in the intervention group and 56 in control group).

The evaluation team will randomly allocate every school in the trial into one of two groups:

**Intervention group**

Schools allocated to the intervention group receive the Lexia programme.

All intervention schools will receive a Lexia licence (three-year term) from LexiaUK which includes the following:

* Independent/personalised online activities for pupils.
* Reporting tools to inform planning and instruction.
* Printable offline paper-based resources and teacher guides.
* Initial online training and ongoing online or phone support for school leaders and their staff who are involved in project delivery.

Intervention schools pay £350 including VAT to LexiaUK (to be paid before licence issue) to participate in the study and will be issued with a three-year licence for up to 50 pupils. This represents a small partial contribution to the full cost of this licence which stands at £4,620 (including VAT).

**Control group**

Schools randomly allocated to the control group do not receive the programme but make an important contribution to the research trial. The impact of the programme will be evaluated by comparing schools receiving the programme with the “business as usual” approach to reading in Year 2 in control group schools.

Please note that schools who are randomly allocated to the control group are not waitlisted to automatically receive the programme in cohort 2. The randomisation process takes place for each cohort.

* All control group schools receive a payment of £1,000 for their full participation in the trial evaluation requirements. This will be paid to schools at the end of the project in Autumn term 2025.
* Control schools refrain from purchasing and using the Lexia software while they are part of the research trial until July 2025.
* Schools will be free to use their payment towards the purchase of Lexia from July 2025.

**When is the trial taking place and how many schools will be involved?**

We will require you to select a group of struggling readers from your Year 1 class(es) to participate in Year 2. The trial will proceed along the following timeline:

In total, 112 schools are currently being recruited to participate between September 2024-July 2025 delivery. They will be asked to arrange testing in June/July 2024 to be eligible for the study. Of these 112 schools, 56 will be randomly selected to deliver the intervention in their school, and 56 will act as control group and continue with usual teaching. All schools in this group will be asked to arrange testing in June/July to comply with the requirements of the evaluation.

**How many Year 2 pupils in each school will participate?**

All participating schools who sign up to participate in this trial will use LexiaUK’s guidance to select a minimum of 8 pupils (one class entry schools) or 12 pupils (two class entry schools) and a maximum of 16 pupils in total per school.

Pupils selected for the intervention are those who are able to work independently for 20-30 minutes at a computer with minimal need for one-to-one support, who are falling below age-related expectation in their reading.

**Is my school eligible?**

To be able to participate in the trial, a school must meet the following criteria:

* Have a minimum of 8 pupils (and a maximum of 16 pupils) that would be eligible for Lexia
* Not currently involved in any other EEF trial focusing on Year 2
* Have not held a Lexia licence in the 12 months prior to July 2023
* Able to provide the necessary IT technology required in order to support the intervention.

**What will be required of schools as part of their participation in the trial?**

**Prior to randomisation**

Schools will:

* Provide contact details (valid email addresses and telephone numbers) of a main contact person (Headteacher), the designated lead Lexia teacher and teaching assistants delivering the programme, and the IT technician to the Project team (see table at end of this document).
* Provide an information sheet and privacy notice to parents that describes the study, the data that will be collected, and that offers parents the opportunity of withdrawing their child out of the study (the school will collate any responses that indicate this wish as noted below). RAND Europe will provide schools with the information sheet, privacy notice, and other relevant documents that will be provided to parents. The school will inform RAND Europe of any responses arising.
* Sign and return a Data Sharing Agreement (DSA) that will be provided by RAND Europe.
* Provide RAND Europe and LexiaUK with: (1) names of teachers and teaching assistants who will be trained and deliver Lexia (intervention schools only), (2) pupil data (including UPNs, name, DOB, FSM Ever, SEND, EAL, etc) for those pupils selected to be part of the evaluation in intervention and control schools, and (3) the names of any pupils whose parents have requested they are withdrawn from the data collection in intervention and control schools.
* For intervention schools: Participating teachers and teaching assistants will complete the online training and support provided. The headteacher or other senior management member should attend training to assist in planning and implementation.
* Facilitate the administration of the standardised reading assessment delivered by RAND Europe’s partner, Elklan, in June-July 2024 to pupils selected to receive Lexia in the following year.

**During the evaluation**

Participating staff from all schools (both intervention and control schools) will:

* Update details of selected pupils during the study and contact details during the course of the evaluation (if appropriate).
* Complete a baseline survey, which will be administered by RAND Europe to the headteacher, the designated lead Lexia teacher, and nominated teaching assistants in November 2024.
* Complete an endline survey, which will be administered by RAND Europe to the headteacher, the designated lead Lexia teacher, and nominated teaching assistants in Summer 2025.
* Facilitate the administration of the second standardised reading assessment delivered by RAND Europe’s partner Elklan, this time in the summer term 2025 with the participating pupils in Year 2.
* If the school withdraws from the delivery of the project for operational or other unavoidable reasons, it will notify the Project Team straight away and wherever possible will continue with testing in the Summer term 2025 to provide data for the evaluation.

Participating staff from intervention schools will:

* Contribute £350 (including VAT) for the Lexia licence, which is non-refundable once the licence is issued.
* Set up the Lexia programme software promptly and complete all online training and support sessions delivered by LexiaUK, keeping in regular contact when necessary.
* Give RAND Europe and LexiaUK permission to access the school’s Lexia data through ‘my Lexia’ (online portal) in order that both can monitor the usage of Lexia during delivery. Note: With the exception of Head and Lead teacher, all school staff will be granted read only access to their Lexia data over the intervention period to minimise the potential of data corruption/deletion.
* At the earliest opportunity, notify the Project Team if there are support or operational issues which could prevent the effective use of the approach.
* Allow researchers from RAND Europe to observe a predetermined number of the training sessions delivered by LexiaUK.
* For a purposively selected sub-sample: facilitate two school visits by one or two researchers from RAND Europe. During the first visit, which will take place on a predetermined date between September 2024 and October 2024 researchers from RAND Europe will observe existing instruction for struggling readers. During the second visit, which will take place during delivery of Lexia, researchers from RAND Europe will observe a Lexia session. The observations will be followed by discussions with select staff trained by Lexia, a member of the senior management team.

**Use of Data**

This research will be conducted in compliance with current data protection legislation. Details on how each team will manage your data and their roles are described further below.

Data collected by the project team

QUB will act as data controllers for all school staff data (i.e. names, contact details) collected as part of the recruitment phase. Once the recruitment phase is complete, QUB will share this data with data controllers LexiaUK (to set up licences and deliver training) and RAND Europe (for the evaluation).

For more information about how QUB look after your information, how to access your rights and who to contact if you have any queries or concerns about data protection please visit the [Queen’s University Belfast website](https://www.qub.ac.uk/privacynotice/Research/ListofResearchPrivacyNotices/PrivacyNoticeforResearchParticipants.html).

LexiaUK will act as data controllers for staff and pupil data to enable LexiaUK to deliver the intervention. Details of how personal data will be used for this and Lexia licencing purposes can be found in LexiaUK's [privacy policy](https://www.lexiauk.co.uk/privacy-policy/).

Data removal

Any school who wishes to get in touch to have their data removed, please contact [lexia@qub.ac.uk](mailto:lexia@qub.ac.uk) in the first instance during the recruitment and trial delivery phase, who will notify all relevant parties including the evaluation team to remove the data.

Once the trial has concluded, QUB and LexiaUK will delete data that they are holding for both cohorts (outlined above under ‘data collected by the project team’).

At the end of the trial, if you wish to remove your data, please contact RAND Europe [Elena Rosa Brown at [erbrown@randeurope.org](mailto:erbrown@randeurope.org) or Miguel Subosa at [msubosa@randeurope.org](mailto:msubosa@randeurope.org)].

Data collected by the evaluation team

RAND Europe will act as data controllers and will be the main point of contact for any matters relating to the protection of all personal data once the recruitment is completed and will make decisions about how and what personal data is used in the evaluation.

As part of the evaluation, RAND Europe will collect information from schools about all the children that take part in the trial including child outcomes assessed through standardised reading assessments (as specified above).

Elklan (the testing partner), will act as data processors throughout the evaluation period and will process the data in accordance with the ways and purposes set by RAND Europe. Before data collection takes place, RAND Europe will provide schools with a data sharing agreement (DSA) further outlining how data will be managed securely.

RAND Europe will provide schools with information sheets, privacy notices, and the option to withdraw from the research, for schools to share with the parents of potential participants and key school staff as appropriate. These participant information sheets will be compliant with the requirements of the General Data Protection Regulation (GDPR), on the basis of legitimate interests for processing personal data.

Once DSAs have been signed, and information sheets, privacy notices, and withdrawal forms have been distributed to parents, schools will be invited to share the following information about children with the evaluation team: full name, date of birth, gender, unique pupil number (UPN). This data will be matched to participating children’s scores on the Woodcock Reading Mastery Test, version 3 (WRMT-III), a standardised reading assessment, which will be administered by Elklan before randomisation and at the end of the evaluation.

**What happens to the data when the trial ends?**

At the end of the study, RAND Europe will submit the data to the Office for National Statistics Secure Research Service (ONS SRS) for archiving in the EEF data archive (managed by EEF’s archive manager)[[1]](#footnote-2) and will include data only individually identifiable to the Department for Education (DfE). At this point, the EEF will act as data controller for the archive. In future, this data may be matched to the National Pupil Database (NPD) and other administrative data during subsequent research.

Access to information will be restricted on a need-to-know basis and security arrangements are regularly reviewed to ensure their continued suitability. RAND Europe will collect and store all personal and special category data in accordance with the Data Protection Act (2018) and UK GDPR requirements. No personal information collected as part of this study will be transferred outside of the European Economic Area (EEA). Further details are provided in RAND Europe’s Privacy Notice.

**All results will be anonymised so that no school, staff member, or individual child will be identifiable in the report or dissemination of any results.**

**Responsibilities of the Project Team (Queen’s University Belfast and LexiaUK):**

* LexiaUK will provide the intervention schools with a three-year licence of Lexia® Core5® Reading
* LexiaUK will provide intervention schools with IT set-up guidance, and online staff training/support for delivery of Lexia with Year 2 pupils
* QUB will collect participating staff and lead contact names and email details and will share these with LexiaUK and the evaluator.
* QUB and LexiaUK will work closely with the Evaluation Team throughout the project

**Responsibilities of the Evaluation Team (RAND Europe):**

* Act as the first point of contact for any questions about the evaluation
* Conduct the random allocation of schools to the intervention and control groups
* Inform the schools whether they have been allocated to deliver the intervention or to act as a control group school.
* Provide information sheets, privacy notices, and withdrawal forms for the school to send to parents
* Collect class- and pupil-level data (including name, date of birth, UPN, Gender, WRMT-III baseline and endline scores)
* Conduct baseline and endline surveys with participating school staff
* Conduct interviews and focus group discussions with school staff from a selected subsample of participating schools
* Conduct two visits with a selected subsample of participating schools
* Request NPD data using pupil details
* Analyse the data from the project and author the final report.

**Please answer the following questions about your school**

|  |  |
| --- | --- |
| LA area and County |  |
| School URN |  |
| School admin email |  |
| School address |  |
| School telephone |  |
| School Ofsted rating |  |
| % FSM Ever pupils |  |
| Number of classes in Year 2 (eg 1, 2, 3 etc) |  |
| **Are you currently using Lexia with any year group? If yes, please specify.** |  |
| **Has the school been a Lexia customer in the past 2 years?** | If Yes, Please specify when? |

|  |  |  |
| --- | --- | --- |
| **Key contact names and emails required** | | |
| **Role during study** | **Contact name** | **Contact email** |
| **Head Teacher**  Assists in study implementation |  |  |
| **Main Contact (Head or Deputy)** who will attend training and assist in study implementation. |  |  |
| **Lead Teacher** who will act as Lexia Coordinator during the study |  |  |
| **IT Technician** who will liaise with LexiaUK to ensure successful set up of online programme in school  *Typically your outside IT agent* |  |  |
| **Teachers/HLTAs** who will deliver the Lexia sessions to targeted Year 2 pupils |  |  |

**HEADTEACHER AGREEMENT**

**Please initial each box and sign below:**

I confirm that I have read and understood the Memorandum of Understanding for the above project and evaluation and have had the opportunity to ask questions;

I confirm I have read and understood training, implementation and delivery commitments.

I agree to providing the data as specified in the Memorandum of Understanding and in the format requested by RAND Europe;

I agree that this MoU and the data therein may be shared by QUB with LexiaUK and RAND Europe to facilitate the running of the project.

I agree that data on students may be shared between the school, RAND Europe and LexiaUK to facilitate the running of the project

I understand that failure to provide all the data specified as required prior to randomisation will prevent participation in the study. Any personal, identifiable data already provided will then be destroyed by RAND Europe.

I agree to coordinate with RAND Europe’s partner Elklan to arrange for two rounds of testing: Summer 2024 and 2025.

I agree to providing an information letter to all parents of all selected children and to inform RAND Europe of any parental opt-out from the study;

I agree to sign the Data Sharing Agreement (DSA) and to provide RAND Europe with the relevant pupil details required for the study (i.e. pupil name, date of birth, unique pupil number)

I agree to comply with the random allocation of the school to either act as control group or to be in the intervention delivery group;

I understand that all data will be kept in accordance with the Data Protection Act (2018) and that no material which could identify individual children, teachers or the school will be used in any reports of this evaluation.

If allocated to the intervention group, I agree to staff attending professional development online training, and to selected pupils fully participating in the Lexia programme.

If allocated to the intervention group, I agree and understand that the contribution (£350 including VAT) paid by the school for the Lexia licence during this study is non-refundable once the licence is issued.

If allocated to act as an intervention school, I understand that the LexiaUK licence is issued with the intention for the school to fully participate in the study for the duration of the trial between September 2024 and July 2025. The 3-year licence start date will be from the date of issue of Lexia licences.

I confirm that the school does not currently hold a Lexia licence.

I have read and understand LexiaUK’s [Terms & Conditions.](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.lexiauk.co.uk%2Fterms-conditions%2F&data=05%7C01%7Cmaria.cockerill%40qub.ac.uk%7C8b1fceb18bde4303d7e308daffad1925%7Ceaab77eab4a549e3a1e8d6dd23a1f286%7C0%7C0%7C638103416305602504%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=ELbkKHI%2BsCeDjp25SRlDUuYq4N6iBshLgidogMMZ0as%3D&reserved=0" \o "Original URL: https://www.lexiauk.co.uk/terms-conditions/. Click or tap if you trust this link." \t "_blank)

**I agree for my school \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Postcode\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) to take part in the LexiaUK study and I accept the eligibility terms and conditions as described above and agree to participate whether selected to act as an intervention school or a control school.**

Signature of Head Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Head Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_\_\_\_

**PLEASE RETAIN A COPY FOR YOUR RECORDS AND RETURN A COPY BY EMAIL TO**

**Joanne O’Keeffe at** [**lexia@qub.ac.uk**](mailto:lexia@qub.ac.uk)**, or contact this email address if you have any questions.**

**Please complete in electronic format.**

**Evaluation team contact details:**

Elena Rosa Brown at [erbrown@randeurope.org](mailto:erbrown@randeurope.org) or Miguel Subosa at [msubosa@randeurope.org](mailto:msubosa@randeurope.org)

1. You can find more information about the EEF archive on the EEF’s website: <https://educationendowmentfoundation.org.uk/privacy-notices/privacy-notice-for-the-eef-data-archive>. [↑](#footnote-ref-2)