

CHASE Communications Guidance

Action: Management Board is asked to approve the following guidance document

CHASE, the Consortium for Humanities and the Arts South-East England, is much more than a scholarship scheme. It is an AHRC-funded Doctoral Training Partnership that allows our group of leading research institutions to pool resources and collaborate in supporting doctoral research in arts and humanities across the board. Everyone doing an arts and humanities doctorate at one of our member institutions is a CHASE scholar. This policy sets out the basis for communications both internally within the CHASE DTP and externally.

CHASE DTP will seek to always communicate clearly, consistently and inclusively (see 1. Vocabulary & 2. Accessibility).

We will consider the methods we use to communicate to ensure they are appropriate to the audience (see 3. Audiences).

We will expect CHASE-funded doctoral researchers to be active partners in communicating with the DTP about their award and its outcomes (see 4. Expectations of CHASE-funded doctoral researchers)

We will seek regular feedback from stakeholders on our communications policy (see 5. Feedback)

1. Vocabulary

CHASE uses '**doctoral researcher**' in preference to 'student' as this better reflects the identity of this group. (However, we still refer to 'studentship awards' as per current UKRI usage.)

Doctoral researchers receiving studentship funding from CHASE are **CHASE-funded doctoral researchers**, or alternatively **CHASE studentship award-holders**.

All doctoral researchers in AHRC-facing subject areas at CHASE member institutions are **CHASE doctoral researchers**.

'CHASE-funded doctoral researchers' is a subset of 'CHASE doctoral researchers'.

CHASE uses gender-neutral language

2. Accessibility

CHASE will follow best practice (w.g. guidelines published by [W3C](#)) in communicating accessibly to all, including text alternatives to video and images, captioning for video, and making content accessible to screen readers. We will ensure that our team has up-to-date skills and expertise in this area.

3. Audiences

Internal audiences

Audience	Indicative topic	Method
CHASE-funded doctoral researchers	Studentship details	Online handbook, email
	Access to support funding	Online handbook, cohort events
	Placement opportunities	Online handbook, email bulletin, cohort events
CHASE doctoral researchers	Training programmes	Email bulletin, website, social media

	Researcher networks	Email bulletin, website, social media
Supervisors	Studentship details	Online handbook, email
Alumni	Opportunities for networking	Linkedin page, email bulletin
Partner organisations	Opportunities for collaboration	KEH website & events, email bulletin

External audiences

Audience	Indicative topic	Method
Prospective applicants	Studentship competition	Website, advertisements
Prospective partner organisations	Placement opportunities	KEH website & events

4. Expectations of CHASE-funded doctoral researchers

CHASE-funded doctoral researchers are expected to participate in communication with the CHASE team and their institution regarding their studentship award, including the following:

- reading emails regarding their CHASE studentship, and the monthly bulletin circulated by the CHASE team with news and opportunities
- providing information for their profile on the CHASE website
- inform the CHASE team of any activities supported by their studentship via reflective report forms and an annual activity survey
- share these with peers via blog posts, presentations at Encounters, and other methods.

5. Feedback

We will seek regular feedback from stakeholders via the following methods

- Annual survey
- Review by Management Board.

Version	Approved	Notes
1	13/7/22	