

INFORMATION FOR RESEARCHERS REQUESTING ACCESS TO SKELETAL MATERIAL CURATED BY THE BIOLOGICAL ANTHROPOLOGY RESEARCH CENTRE (BARC)

Before you proceed with your application, please be aware of that the collections are available for study only by *bona fide* researchers in the field of biological anthropology, including PhD students, post-doctoral researchers, and practicing biological anthropologists. All individuals applying for access to the collections must have an affiliation with a recognised academic institution or research institute. A letter of recommendation from the dissertation supervisor must accompany all applications from PhD students and a letter of support may be requested from other researchers. Regrettably, we are unable to accept applications from undergraduate and masters students, however these researchers may consult the associated paper archive curated by the BARC.

A detailed research proposal must be provided, including aims, methods, materials, and a clear rationale for the research project. Please note that materials from the BARC collections cannot form the sole basis for visitors' research projects, and a list of other collections that will be examined in the course of the research project must be provided. In granting access to study the BARC collections, we reserve the right to give precedence and consideration to the current and proposed research of members of the BARC and the overall research strategy for the Centre and the School of Archaeological Sciences.

If your application for access is approved, efforts will be made to provide access to BARC laboratory facilities that are convenient to you, but as space is limited, this may not always be possible. All arrangements for visits to BARC must be agreed well in advance, and it should be noted that there will be times during the year when BARC facilities will be closed to visitors. When available, the collections are open for study Monday to Friday, between 09.00 and 17.00 (but not on public holidays). Osteometric boards and mandibulometers can be provided, if needed, but researchers will be expected to provide all other necessary equipment themselves. We charge bench fees for use of lab space, at present the bench fees are set at:

For students / self-funded projects:

- £20 per day
- £60 per week
- £200 per month

For funded research projects:

- £40 a day
- £120 a week
- £400 a month

We are unable to provide any accommodation for visitors, but details of accommodation and other aspects of visiting Bradford are available at:

www.visitbradford.com. The BARC is located in the Richmond building on the main campus of the University, directions can be found at:

<https://www.bradford.ac.uk/about/visit/>.

All visiting researchers must agree to the following:

1. every effort must be made to ensure the safety and security of the materials being studied;
2. researchers must abide by the health and safety regulations of the University of Bradford;
3. nothing pertaining to the collections may be removed from the BARC without permission and with suitable documentation in place;
4. a detailed list of all materials studied in the BARC collections must be provided by the researcher;
5. acknowledgement of the BARC must appear in all written documentation and publications derived from the study of BARC materials;
6. permission must be obtained from the BARC to publish photographs, x-rays, slides, and drawings of BARC materials and such images must be correctly sourced to the Centre;
7. one copy of all material resulting from research on the BARC collections, including dissertations, theses, books, reports, journal articles, photographs, slides, x-rays, 3D scans and any other documentation, must be provided to the BARC.

Destructive sampling

If your proposed research includes destructive sampling, please be aware that the need for the long-term preservation of the BARC collections must be weighed against the advantages that will be gained by such sampling, whether for dating, genetic, isotopic or other biological analyses. If you want to undertake destructive sampling, the following information is required:

1. the nature of the sample, and the purposes for which it will be used;
2. a justification of the scientific value of the work;
3. the nature of the techniques that will be used;
4. the amount of material that will be required, including number of individuals to be sampled and the amount of material required to conduct the scientific analysis (example before and after sampling photographs should be included within the methods section of the research proposal);

5. the names of the laboratories where the scientific analyses will be undertaken, and of the scientists who will be carrying out the work;
6. a statement from the scientists that they agree to any conditions set out by the BARC;
7. a timetable for the proposed work.

Please note that all research involving destructive sampling must be done in collaboration with a member of the BARC and any remaining samples must be returned upon completion of the scientific analyses.

We require detailed documentation of all samples. For most samples and studies we require a 3D scan of the bone to be sampled, with the exception of non-diagnostic rib fragments. We recommend CT or micro-CT for most analysis. 3D models can also be created from structured light scanning (preferred option), laser scanning or photogrammetry. 3D models must be produced and checked in Bradford before samples are removed and any associated costs covered by the research project. Researchers can complete their own scans if they have the equipment and expertise to do so; they must and label all image files (2D and 3D) them according to the BARC guidelines. The BARC sampling form must also be completed. All documentation must be lodged with the BARC on a USB device as well as via the cloud (thus providing 2 copies).

3D scanning costs:

- £28 per hour

Micro-CT costs

- £1000 per day

Please complete the enclosed application form at your earliest convenience and send it and any additional material that is required to:

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