

# Journals Editorial Policies

# Ethical Guidelines for authors, reviewers, and editors

At Policy Press we are committed to upholding the highest standards of review in our journals. Please ensure you read our <u>Ethical Guidelines for authors, reviewers and editors</u>.

#### Peer Review

To maintain high standards of academic rigour all research articles published in Policy Press journals undergo double blind peer review, where both the referee and the author remain anonymous throughout the process. Items that are not research articles (e.g. editorials or short contributions to special journal sections) may be reviewed internally.

All newly submitted research articles are initially reviewed internally to determine whether they should be sent out for peer review or rejected without review. Articles selected for peer review are assigned to an editor who will send them to at least one (but usually two) external reviewers selected from a database of experts. Once the reviews have been received the editor makes a decision to accept or reject a manuscript, or to request revisions from the author in light of the reviewers' comments.

The requesting of a revision does not guarantee the revised paper will ultimately be accepted. Revised submissions are often sent back to the original reviewers, and the views of further reviewers may be sought. Editors may request more than one revision of a manuscript.

Please also see our Ethical Guidelines for authors, reviewers and editors.

#### Corrections, Retractions and Editorial Expressions of Concern

On rare occasions if may be necessary for Policy Press to publish corrections or retractions of articles published in its journals.

Changes to published articles that affect the interpretation of an article, but do not fully invalidate it will be corrected via publication of an erratum at the journal editors' discretion.

If an occasion arises in which the scientific information presented in a published article is substantially undermined due to error or misconduct it may be necessary for published articles to be retracted. In these circumstances Policy Press will follow the <a href="#">COPE retraction guidelines</a>.

If an occasion arises in which there is inconclusive evidence of misconduct journal editors may issue an expression of concern in line with <u>COPE guidelines</u>.

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