



Answering tomorrow's challenges today



# Evaluation of the Early Years Professional Development Programme (EYPDP) Privacy Notice for Local Authorities

## 1 Why are we collecting this data?

The DfE has commissioned Ecorys, in partnership with the [National Foundation for Educational Research](#) (NFER), [Kathy Sylva](#) at Oxford University and [Inquisitive Minds](#), to evaluate [EYPDP](#). The EYPDP is funded by the Department for Education (DfE) and aims to improve children's language, literacy and numeracy with an emphasis on improving school readiness, particularly for disadvantaged children. EYPDP will support Early Years Practitioners (EYPs) in early years settings to improve their practice in working with young children aged 2 to 4 years. The programme is delivered by [Education Development Trust](#) (EDT) in partnership with [Elklan](#).

For the purposes of the evaluation, NFER and Ecorys will conduct the data collection, analysis and reporting. The DfE is the data controller for any personal information used for this evaluation with NFER and Ecorys being data processors; they follow the instructions of DfE when processing personal data.

## 2 What is the legal basis for processing activities?

The legal basis for processing personal data is covered by GDPR Article 6 (1) (e):

*Public task: the processing is necessary for you to perform a task in the public interest or for official functions, and the task or function has a clear basis in law.*

## 3 How will personal data be obtained?

DfE will share a list of all local authorities (LAs) involved in Phase 1 of the EYPDP and their key contacts with Ecorys and NFER. NFER will use this list to contact LAs inviting them to take part in the evaluation.

LAs taking part in the evaluation will be asked to share the name, job title and email address of key people managing the programme within their LA. LAs will also be asked to share the names and contact details of all Phase 1 EYPDP Champions who are willing to take part in the evaluation and nominated individuals from early years settings who have expressed an interest in taking part in the evaluation. LAs will share these details with NFER via a secure online portal.

Ecorys will carry out telephone/MS Teams interviews with selected LA staff as part of the evaluation. NFER will securely share the contact details (name, email and job title) of LA EYPDP leads with Ecorys to enable them to invite LAs for interview.

## 4 What personal data is being collected by this project?

LAs taking part in the evaluation will be asked to submit personal information for key contacts in their LA, for all EYPDP Champions and settings interested in taking part in the evaluation. This will include:

- name
- job title
- email address.

The following personal data will be collected from selected LA staff involved in evaluation interviews:

- experience of involvement in the EYPDP
- perceived strengths and weaknesses of EYPDP
- views on future sustainability of EYPDP and how the programme could be refined and improved.

## 5 Who will personal data be shared with?

NFER will share LA EYPDP lead, Champion, and setting contact details with Ecorys for the purpose of setting up interviews. For settings taking part in the evaluation, NFER will share data with Inquisitive Minds for the purpose of carrying out the setting-quality assessment (see LA Information Sheet for further details about this strand of the evaluation).

## 6 Is personal data being transferred outside of the European Economic Areas (EEA)?

No personal data is stored or transferred outside of the EEA.

## 7 How long will personal data be retained?

Data will not be kept longer than is necessary and will be deleted six months after the final evaluation report is published. This is likely to be in autumn 2025.

## 8 How is the security of data maintained?

The evaluation team has measures to keep personal information safe and secure. Access to personal data collected is limited to staff who have a business need to access it. Any transfer of data between the evaluation team will be undertaken via a secure portal and will be encrypted.

## 9 Can I stop my personal data being used?

The evaluation team handles personal data in accordance with the rights given to individuals under data protection legislation. In certain circumstances, LA staff (as data subjects) have the right to restrict or object to data processing. They also have the right to make a subject access request to see all the information held about them and to withdraw their data from the evaluation. If you want to remove your data or correct errors in it, please contact Kinnery Korja on [EYPDP@nfer.ac.uk](mailto:EYPDP@nfer.ac.uk). If you have a subject access request (SAR), please contact our Compliance Officer at (NFER: [compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk) or DfE: [Sophie.Aisbitt@education.gov.uk](mailto:Sophie.Aisbitt@education.gov.uk)).

## 10 Who can I contact about this project?

If you have any questions about how DfE will use your information, please contact [Sophie.Aisbitt@education.gov.uk](mailto:Sophie.Aisbitt@education.gov.uk). If you have a concern about the way NFER or Ecorys is collecting or using your personal data, you should raise your concern with us or DfE in the first instance or directly to the Information Commissioner's Office at <https://ico.org.uk/concerns/>.

## 11 Updates

We keep this privacy notice under review to make sure it is up to date and accurate. Any changes will be noted. The date when this privacy notice was last updated is shown in the footer at the bottom of this document.