

Privacy Notice for West Yorkshire Maths Hub Teaching for Mastery Qualitative Evaluation

1 Why are we collecting this data?

The National Foundation for Educational Research (NFER) is undertaking research into the West Yorkshire Maths Hubs (WYMH) primary teaching for mastery (TfM) work groups. The research will take place between November 2021 and March 2022.

The research will explore perceptions of the effectiveness and outcomes of WYMH's TfM work groups including schools' engagement and satisfaction with activities and perceptions of effectiveness and outcomes. The aim will be to understand the outcomes that are being realised and to identify learning, effective practice and areas for enhancement.

For the purpose of data protection legislation, WYMH is the data controller, and NFER is the data processor. As data controller, WYMH decides what data will be collected and how it will be processed. As a data processor, NFER follows WYMH's instruction about how data should be handled.

2 What is the legal basis for processing activities?

The legal basis for processing school staff's personal data is covered by Article 6 (1) (e) of UK GDPR which states:

'that the processing is necessary 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?

WYMH will provide NFER with the names and contact details of maths leads and teachers within schools that are engaging with the primary TfM work groups. NFER will use this data for sampling and then collect additional information directly from evaluation participants via online semi-structured telephone interviews or Zoom calls.

4 What personal data is being collected by this project?

Personal data collected by this project is described below.

Maths leads and teachers in primary schools

- the names of teachers in primary schools who have taken part in TfM work groups and other contact and characteristic information including: name of school, address, teacher's email address and telephone number, teacher's job title/role, length of time in the school, length and types of engagement in TfM work groups

- the names of maths leads in primary schools who are leading maths departments (and who may also have taken part in TfM work groups) and other contact and characteristic information, including name of school, address, maths leads' email address and telephone number, length of time in the school and in a maths lead role and, as applicable, length and types of engagement in TfM work groups development
- the views and experiences of teachers and maths leads regarding the effectiveness and outcomes of WYMH's TfM work groups.

5 Who will personal data be shared with?

Once WYMH have provided NFER with the names and contact details of maths leads and teachers, no further personal data will be exchanged.

Participation in all research activities is entirely voluntary. Interviewees will be fully briefed on the purposes of the study and how the information they provide will be used before consenting to take part. Contact details will only be used for the purposes of the evaluation.

NFER will produce a publishable report for WYMH. No individual or school will be identifiable in NFER's report, unless permission has explicitly been given by the data subject. All of the findings from the evaluation will only be shared in anonymised form.

Depending on how evaluation data is collected, it may be necessary to share contact details with a third party providing video conferencing facilities, for example Zoom.

6 Is personal data being transferred to a third country?

Neither WYMH nor NFER will transfer any data outside of the UK/EEA.

Information about you in our possession may be transferred to other countries (which may include countries outside the European Economic Area ("EEA")), such as jurisdictions where our third parties conduct their activities, for example Zoom or Go To Meeting.

When we, or our permitted third parties, transfer your information outside the EEA, we or they will impose contractual obligations on the recipients of that data to protect your information to the standard required in the EEA.

7 How long will personal data be retained?

NFER will delete any personal data within one year of publication of the final report, which is scheduled for March 2022. At the latest, all personal data will be deleted by March 2023.

8 Can I stop my personal data being used?

WYMH and the NFER will handle your personal data in accordance with the rights given to individuals under data protection legislation. If at any time you wish us to withdraw your data from the project or correct errors in it, please contact NFER at: s.straw@nfer.ac.uk

In certain circumstances, data subjects have the right to restrict or object to processing. They also have the right to make a subject access request to see all the information held about them. To exercise any of these rights, please contact the NFER's Compliance Officer at compliance@nfer.ac.uk.

9 Who can I contact about this project?

NFER is responsible for the day-to-day management of this project. Please contact Suzanne Straw at NFER on 01904 567661 or at s.straw@nfer.ac.uk

WYMH determines the purposes and means of processing personal data as part of this project. Their representative, Sam Shutkever (the WYMH project manager for this research), can be contacted on s.shutkever@trinitymat.org. You can also contact WYMH's data protection officer at 07732 682207 or via email at dataprotection@trinitymat.org.

If you have a concern about the way this project processes personal data, we request that you raise your concern with NFER (see the details above) or WYMH in the first instance. If you remain dissatisfied, you can contact the Information Commissioner's Office, the body responsible for enforcing data protection legislation in the UK, at <https://ico.org.uk/concerns/>.

10 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.