

## Privacy Notice: Teaching and Leadership Innovation Fund

### Who we are

The evaluation of the Teaching and Leadership Innovation Fund (TLIF) is being carried out by the Teachers Analysis Division, which is a part of the Department for Education (DfE). For the purpose of data protection legislation, the DfE is the data controller for the personal data processed as part of the evaluation of TLIF.

### How we will use your information

We receive your personal data from the TLIF providers and are processing it in order to:

- monitor performance of each provider
- deliver Quality Assurance (QA) of each provider
- evaluate the effectiveness of TLIF
- understand the characteristics of who accesses, completes and benefits from it and in what way, and, who does not
- identify good practice and opportunities to improve the TLIF delivery model
- understand the outcomes for participants, schools and pupils, and any opportunities to improve these outcomes

The evaluation will directly inform the review of performance and quality of delivery by providers, and any improvements to the TLIF programme policy and delivery, and the outcomes for future participants.

Providers will collect and share personal data from your application form and about your TLIF journey (e.g. if you withdraw, complete) with us (and the external evaluator working on our behalf).

More information about this work is available from:

<https://www.nfer.ac.uk/key-topics-expertise/research-methods-operations/evaluation/current-evaluation-projects/evaluation-of-the-teaching-and-leadership-innovation-fund-tlif/>

### The nature of your personal data we will be using

The categories of your personal data that we will be using for this project are:

- Name of participant
- Teacher Reference Number
- Current job role/post
- Gender
- Date of birth

## **Why our use of your personal data is lawful**

In order for our use of your personal data to be lawful, we need to meet one (or more) conditions in the data protection legislation. For the purpose of this project, the relevant condition(s) that we are meeting are Article 6(1)(e) of the GDPR. The processing of personal data through this project is defined under the General Data Protection Regulation (GDPR) as the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

## **Who we will make your personal data available to**

We sometimes need to make personal data available to other organisations. These might include contracted partners (who we have employed to process your personal data on our behalf) and/or other organisations (with whom we need to share your personal data for specific purposes).

Where we need to share your personal data with others, we ensure that this sharing complies with data protection legislation. For the purpose of this project:

- we are employing the National Foundation for Educational Research in partnership with the Sheffield Institute of Education to process your personal data on our behalf. This means that they will:
  - o Analyse the personal data from your application/registration form to understand the characteristics of teachers and leaders participating in TLIF (and thereby identifying other groups who are not participating). DfE will use this information to explore the characteristics of participants who withdraw, drop-out or complete and any common factors e.g. TLIF project, region.
  - o Link and match this data with other information that DfE already collects or holds e.g. School Workforce Census, national statistics for schools, or data to which it is lawfully permitted access e.g. regional economic information. This enables analysis of the longer-term benefits of TLIF e.g. whether teacher retention improves, and how many people progress/are promoted. This means we can avoid asking you to give us the same information twice. DfE will not share any information that will identify you, or any other third party, unless it is required to do so by law.

We need to share your personal data with the National Foundation for Educational Research and the Sheffield Institute of Education in order for them to analyse the data for the evaluation. This data sharing is lawful because it is for the purposes of research, evaluation, planning and statistical analysis that is in the public interest.

## **How long we will keep your personal data**

We will only keep your personal data for as long as we need it for the purpose(s) of this piece of work, after which point it will be securely destroyed. Please note that, under section 33 of the Data Protection Act, and in compliance with the relevant

conditions, we can lawfully keep personal data processed purely for research purposes indefinitely.

## **Your data protection rights**

You have the right:

- to ask us for access to information about you that we hold
- to have your personal data rectified, if it is inaccurate or incomplete
- to request the deletion or removal of personal data where there is no compelling reason for its continued processing
- to restrict our processing of your personal data (i.e. permitting its storage but no further processing)
- to object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you

If you need to contact us regarding any of the above, please do so via the DfE site at: <https://www.gov.uk/contact-dfe>.

Further information about your data protection rights appears on the Information Commissioner's website at:

<https://ico.org.uk/for-organisations/guide-to-data-protection/principle-6-rights/>.

## **Withdrawal of consent and the right to lodge a complaint**

If you are unhappy with our use of your personal data, please let us know by the 'contact us' link: <https://www.gov.uk/contact-dfe> and state the name of this project.

Alternatively, you have the right to raise any concerns with the Information Commissioner's Office (ICO) via their website at <https://ico.org.uk/concerns/>.

## **Last updated**

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. This version was last updated on 14<sup>th</sup> May 2018.