

Privacy Notice for reception baseline assessment trials

1 Who are we and why are we collecting this data?

The National Foundation for Educational Research (NFER) are contracted by the Department for Education (DfE) to develop and pilot the reception baseline assessment (RBA) from May 2018 and deliver it from September 2020 in all state funded schools in England who have a reception class. This privacy notice relates to the NFER's collection of personal data from the reception baseline assessment trial in September/October 2018.

2 Who is this project sponsored and funded by?

This work is being carried out by the National Foundation for Educational Research (NFER), on behalf of the Standards and Testing Agency, which is a part of the Department for Education (DfE).

For the purpose of data protection legislation, DfE is the data controller for the personal data processed as part of the reception baseline assessment project as a whole. However, for the purposes of the trial in September/October 2018, the DfE will only receive aggregated data; not personal data.

3 What is the legal basis for processing activities?

Under GDPR legislation, we are able to process this personal data as it is necessary to trial the reception baseline assessment. This assessment is DfE policy and will become statutory in September 2020. The trials are an important part of this development of this assessment.

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.*

4 How will personal data be obtained?

Your personal data will be uploaded onto our online 'Baseline eAssessment system' (BeP).

The data is being processed in order for us to analyse pupil performance on the reception baseline assessment to ensure that the assessment meets all necessary requirements.

More information about the reception baseline assessment is available on GOV.UK.

5 What personal data is being collected by this project?

We will be collecting personal data for each pupil who participates in the trials. The categories of personal data that we will be using for this project are:

- UPN
- Forename
- Surname
- Date of birth
- Gender
- English as an additional language (EAL) status.

6 Who will the personal data be shared with?

For the purpose of this project we need to share your personal data with Amazon Web Services as they are hosting our online system, BeP.

For the purpose of these trials, the personal data will not be shared with the DfE.

7 Is personal data being transferred outside of the European Economic Area (EEA)?

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

8 How long will personal data be retained?

We will only keep your personal data for as long as we need it for the purpose of this piece of work, after which point it will be securely destroyed.

All pupil data will be retained by NFER for the duration of the contract. This is until August 2022.

9 Your rights

NFER handles personal data in accordance with the rights given to individuals under data protection legislation.

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).

For contacts, see below.

10 Who can I contact about this project?

NFER is responsible for the day-to-day management of this project.

Contact the Reception Baseline Helpline on 01753 637138 or email rbatrials@nfer.ac.uk with any queries.

The Department for Education determines the purposes and means of processing personal data as part of this project. To contact their Data Protection Officer please go to [this page](#) and mark your correspondence 'FAO the DPO'.

If you have a concern about the way this project processes personal data, we request that you raise your concern with us or the DfE in the first instance.

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/>.