

# Privacy notice for Evaluation of Sutton Scholars 2017-20 cohort (code: STES)

Updated 25/06/2018

## 1. Why are we collecting this data?

The Sutton Trust ('The Trust') has commissioned NFER to evaluate its Sutton Scholars programme for the 2017-20 cohort, to assess whether the programme is meeting its aims. The Trust needs to evidence the effectiveness of its programmes to funders, donors and trustees. As a social mobility charity, The Trust also aims to demonstrate the impact of its programmes on social mobility over time.

To help them do so, NFER is investigating:

- the academic progress of students during the programme and whether their academic trajectory is maintained, improves or declines
- the attitudes of participating students towards education and their expectations for higher education.

Data will be treated confidentially. We will not say anything in our reports that could identify participants and will not use data in a way that would affect anyone individually. We will not use the data provided for marketing purposes or pass it on to any third party not involved with the delivery or evaluation of the programme.

## 2. Who is this research project sponsored and funded by?

The NFER is undertaking this research on behalf of the Sutton Trust (the Data Controller). NFER is the data processor.

## 3. What is the legal basis for processing activities?

The legal basis for processing personal data is covered by:

GDPR Article 6 (1) (f) which states that 'processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party except where such interest are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of the personal data'.

The study contributes to The Trust's work improving social mobility in the UK through evidence-based programmes, research and policy advocacy and is therefore in its legitimate interests. Individuals have the right to object to this processing if they wish (please see who to contact in Section 9 below).

## 4. How will personal data be obtained?

Students' personal data is obtained by the universities running the Sutton Scholars programme and then sent to The Trust.

The Trust then sends personal data to NFER via secure portal, unless students or their parents have specifically requested for their data not to be included in the evaluation.

## 5. What personal data is being collected by this project?

The personal data being obtained by NFER is:

- Name
- Unique Pupil number (UPN)
- Date of birth
- Gender
- Free school meals eligibility
- Whether the student is identified as a looked after child (LAC background)
- Whether the students' mother and father obtained a university degree
- Key Stage 2 attainment outcomes for: reading; grammar, punctuation and spelling; maths; writing; and science (provided by their teacher)
- Key Stage 3 outcomes for maths, English and science
- Whether the student is identified by their teacher as gifted and talented
- Whether the student is identified by their teacher as being in the top ten per cent academically of the year group
- Whether the student is on track to achieve 5 A\*-C grades at GCSE (provided by their teacher).

## 6. Who will the personal data be shared with?

The data will be shared between the university providing the programme, The Trust and NFER. All data will be shared via secure portal and will be held securely.

No data will be stored or transferred outside of the European Economic Area (EEA).

## 7. How long will personal data be retained?

Most data will be held for one year following the completion of the evaluation.

Data which allows the future education outcomes and university and career destinations of participants to be tracked will be kept for longer. Exact deletion dates depend on the university providing the programme.

## 8. What rights do individuals have over their personal data?

NFER handles personal data in accordance with the rights given to individuals under data protection legislation. In certain circumstances, data subjects have the right to restrict or object processing. They also have the right to see information held about them (a subject access request). If at any time you wish to exercise these rights, please contact The Sutton Trust ([info@suttontrust.com](mailto:info@suttontrust.com)) and / or the NFER ([compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk)) who will work together to ensure they are met.

## 9. Who can I contact about this project?

NFER is responsible for the day-to-day management of this project. Contact Asma Ullah at NFER on 01753 637432 with any queries.

You can contact the Sutton Trust at [info@suttontrust.com](mailto:info@suttontrust.com)

If you have a concern about the way this project processes personal data, we request that you raise your concern with us in the first instance (see the details above). Alternatively, 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/>.