

# Privacy notice for pupils from Research Champion Comparison Schools

## National Tutoring Programme – Tuition Partners

### 1 Why are you receiving this privacy notice and who is it for?

Your school is participating in the independent evaluation of the National Tutoring Programme – Tuition Partners (the TP programme) as a comparison school. Your data is being used for the TP programme evaluation.

This privacy notice sets out how your personal data, information like your name and date of birth, which can be used to identify you, is collected and used to deliver and evaluate the programme.

You are receiving this privacy notice because your school is a **Research Champion Comparison School**. This means that your child’s school is not taking part in the tuition itself, but the school is taking part in the research because it is a similar school and this will help the research team to understand if and how the tuition makes a difference to learning. Research Champion Comparison Schools are providing information about children in the whole year group which will help to understand the impact of the TP programme.

### 2 What is the TP programme?

The TP programme is a government-funded initiative to support schools to address the impact of COVID-19 schools closures on pupils’ learning.

The TP programme is:

- Funded by the Department for Education (DfE)
- Managed and administered by the Education Endowment Foundation (EEF)
- Implemented in schools by a network of 33 approved organisations, known as Tuition Partners
- Evaluated by a consortium led by the National Foundation for Educational Research (NFER) along with Kantar and the University of Westminster (‘the Evaluator’).

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### 3 Why are we collecting personal data?

The Department for Education and EEF are interested in learning which types of tutoring are most effective and have commissioned an evaluation. As a school that is not taking part in the National Tutoring Programme this year, your school is providing comparison data for this evaluation. This will help the Evaluator investigate the programme’s impact on pupil attainment by running analysis on the difference in attainment between schools participating in the programme and schools who have chosen not to participate (the comparison schools).

As the government’s full catch-up package is implemented, further research to assess the effectiveness of the National Tutoring Programme, or analyse the effect of COVID-19 restrictions on pupils’ attainment and other outcomes may be commissioned. Some of this research will use the data that has been archived (see Section 9 of this privacy notice). To reduce the burden on schools, the DfE and EEF reserve the right to re-use personal data for research deemed compatible with the purposes outlined in this privacy notice.

### 4 What personal data is being collected?

**Your school is a Research Champion comparison school**, and the following types of information will be collected about you:

- Data for matching to National Pupil Database (NPD) (see below), including: name, date of birth, UPN, year group, pupil premium eligibility and Free School Meals (FSM) eligibility
- Attainment data: the Evaluator will request permission from the school to access your assessment data (if your school use external assessments) from assessments in the autumn or spring and again in the summer. The data will be collected at the end of the summer term.
- If you are in Year 11, your results from the teacher assessment (to be confirmed once arrangements are outlined by the Department for Education) will be requested by the Evaluator from the NPD where possible or directly from the school.

**When matching to the NPD**, the following types of information about you will be collected:

- Background characteristics such as gender\*, ethnicity\*, socio-economic status and household proximity to school
- Information on pupil performance / attainment
- Special educational needs\*
- School attendance / exclusion
- Whether you are a child in care or a child in need

\*considered special category data



## 5 Who is responsible for deciding how your information is processed for the evaluation?

The DfE, the EEF and the Evaluator are joint data controllers for the evaluation. They decide how and what data will be collected and used.

## 6 What do we do with the information about you?

The data collected from the school, assessment providers and the NPD will be used to evaluate the TP programme. Data will be analysed with those of other participants in the evaluation and used to write a report. No automated decisions will be taken about you when using your personal data. No individuals will be identifiable in any data tables or quotes reported.

For the special data we are processing about you (see section 7), we do not believe this will cause damage or distress. Processing this data will not result in any decisions being made about you.

## 7 What is the legal basis for these activities?

To make the use of your data in the evaluation lawful, the Evaluator has identified specific grounds, known as a legal basis, for its processing. The legal basis available depends on the type of organisation so we have listed three below.

EEF, the NFER and Kantar have identified the following legal basis for processing personal data:

GDPR Article 6 (1) (f) which states:

*Legitimate interests: the processing is necessary for your (or a third party's) legitimate interests unless there is a good reason to protect the individual's personal data which overrides those legitimate interests.*

We have carried out a legitimate interest assessment, which demonstrates that the evaluation fulfils the Evaluator's core business purposes (undertaking research, evaluation and information activities). It has broader societal benefits and will contribute to improving the lives of learners by providing evidence about the most effective ways of providing catch-up tuition. The evaluation cannot be done without processing personal data but processing does not override the data subject's interests.

The University of Westminster have identified the following legal basis:

GDPR Article 6 (1) (e) which states:

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

A separate legal basis is identified for processing special data. The legal basis for processing special data for the evaluation of Tuition Partners is:

GDPR Article 9 (2) (j) which states:

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*Archiving, research and statistics (with a basis in law): processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89(1) based on Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.*

## 8 How will your personal data be collected?

Your school is a Research Champion comparison School and so personal data will be collected directly from the school by the Evaluator. The Evaluator will collect pupil background details and assessment data from the school or the school's commercial test provider. The Evaluator will use your UPN to obtain further background information (for example your gender, ethnicity, household proximity to school and whether you are eligible for Free School Meals) from the NPD.

## 9 Who will personal data be shared with?

**No individual will be named in any report for this project.**

Your personal data will be shared between the organisations mentioned in this privacy notice. Your school will share your data directly with the Evaluator.

The Evaluator will be using a secure online portal to collect pupil data electronically. Your full name, date of birth and UPN will be shared with the NPD team to request your background characteristics.

If data collected for the evaluation of the TP programme is to be used in other COVID-19 related research, it will be shared with the research organisations appointed to carry out that research.

Three months after the publication of the evaluation report, pseudonymised<sup>1</sup> matched data will be added to the EEF archive, which is managed by FFT on behalf of EEF and hosted by the ONS. This will enable the EEF and other research teams to use the pseudonymised data as part of subsequent research through the ONS Approved Researcher Scheme, including analysing long-term outcomes of the TP programme through the NPD. The pseudonymised data may also be linked to other relevant datasets after archiving. Further information about the EEF archive is available from:

<https://educationendowmentfoundation.org.uk/projects-and-evaluation/evaluating-projects/evaluator-resources/archiving-evaluation-data/>

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<sup>1</sup> Pseudonymisation is a technique that replaces or removes information (like names or other meaningful identifiers) in a data set that identifies an individual. In this example names and dates of birth are replaced with a reference number.

## 10 How is the security of your data maintained?

All partners have put in place appropriate measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, each organisation involved will limit access to your personal information to their staff members who have a business need to see it.

Any data shared between the school, EEF, the Evaluator and DfE will be via secure portal.

## 11 How long will pupils' personal data be kept?

The Evaluator will securely delete any personal data relating to the evaluation one year after the publication of the final report, currently expected to be March 2022.

Once data has been archived, it is held in the EEF archive until it is no longer needed for research purposes.

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

No personal data collected by the Evaluator is being transferred outside of the EEA. However if your child's school uses tests provided by Renaissance Learning some personal data will be transferred to the US so that it can be matched to assessment data before being returned to the Evaluator for analysis. The Evaluator will have requested permission from your school to access the relevant assessment data. The transfer is safeguarded by the use of Standard Contractual Clauses.

## 13 What rights do I have over my personal data?

You can withdraw from your data being processed, until it is added to the EEF archive. The DfE, the EEF, and the Evaluator appreciate schools', staff's, pupils' and parents' support in collecting this data since it is very important for the validity of the results. Should you withdraw from the evaluation, the Evaluator will still use the evaluation data that the school has provided up to that point and link it to NPD unless you indicate otherwise.

Under data protection legislation, you have the right:

- to request access to information that we hold about you (subject access request)
- 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 pupil's personal data (for example, permitting its storage but no further processing)
- to object to our processing

- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on the pupil

If at any time you wish us to withdraw your data or correct errors in it, please contact [ResearchChampions@nfer.ac.uk](mailto:ResearchChampions@nfer.ac.uk)

If you wish to make a subject access request, restrict or object to processing, please contact our Compliance Officer [compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk).

## 14 Who can I contact about this project?

The EEF and the Evaluator determine the purposes and means of processing personal data for the evaluation of the programme. If you have concerns about the way this evaluation processes personal data, we request that you raise your concern with NFER in the first instance (see the details in Section 13 above). 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/>.

## 15 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.

