

# Privacy notice for qualitative research exploring the perceptions of higher education, higher and degree apprenticeships of young people in Essex

## 1 Why are we collecting this data?

The National Collaborative Outreach Programme (NCOP) aims to rapidly increase the number of young people from underrepresented groups progressing into higher education (HE). NCOP involves 29 consortia of universities, colleges and other local partners delivering outreach programmes to young people aged 13-18 across England, focusing on local areas where higher education participation is lower than might be expected given the GCSE results of the young people who live there.

Make Happen, one of the NCOP consortia based in Essex, has commissioned NFER to explore the views of local young people and teachers towards higher education and higher and degree apprenticeships. The findings from the study will help steer Make Happen's future engagement with schools in Essex and inform their process evaluation. Better evidence on the perceptions of young people regarding HE and higher and degree apprenticeship progression, the barriers they face and examples of effective practice in supporting progression, will enable Make Happen to more effectively tailor their engagement strategies to the needs of NCOP learners. NFER has been commissioned by Make Happen to undertake the research and will be the Data Controller.

## 2 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 'Legitimate interests: The 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'.

Our legitimate interest for processing personal data is to fulfil contractual obligations to explore the views of local young people and teachers towards higher education and higher and degree apprenticeships.

## 3 What personal data is being collected by this project?

The personal data being collected is:

- student name, year group, gender, courses studying and institution
- teacher name and job title
- student and teacher attitudinal data on higher education and higher and degree apprenticeships, in addition to perceptions of the effectiveness and impact of activities aiming to raise aspirations and support progress onto higher level study and training.

## 4 Who will personal data be shared with?

Personal data will not be shared by NFER with any other organisation. All data will be held securely.

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

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

## 6 How long will personal data be retained?

Data is not kept longer than is necessary and will be deleted in accordance with NFER's internal policy.

## 7 Can I stop my personal data being used?

NFER handles 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 or correct errors in it, please contact our [Compliance Officer](#). You should also contact her if you wish to exercise your rights to restrict or object to processing.

Data subjects also have the right to see all the information held about them. NFER will cooperate fully when a subject access request (SAR) is made.

## 8 Are any decisions taken about me based on the automated processing of my data?

No decisions are taken based on the automated processing of personal data.

## 9 Who can I contact about this project?

Any queries please contact Tami McCrone, Senior Research Manager at NFER on 01753 637206 or [t.mccrone@nfer.ac.uk](mailto:t.mccrone@nfer.ac.uk) or Kelly Kettlewell, Research Manager at NFER on 01753 637214 or [k.kettlewell@nfer.ac.uk](mailto:k.kettlewell@nfer.ac.uk)

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/>.