
Parent/carer Privacy Notice for Direct Instruction in Key Stage 3 Connecting Maths Concepts pilot

1 Why are we collecting this data?

Connecting Maths Concepts (CMC) is a comprehensive maths programme for students of different ability levels. It covers a range of maths topics, concepts and procedures, and is taught to students using a sequence of scripted lessons and activities that teachers refer to as 'Direct Instruction'. The programme is structured to help students to master key mathematical concepts and correct any misconceptions before they move on to other related concepts; thus facilitating manageable and secure increments in learning. It is intended that the programme will increase students' confidence, enjoyment, knowledge and motivation to study maths, and ultimately their attainment in maths, whilst also improving their behaviour in, and motivation to attend, maths lessons.

The Education Endowment Foundation (EEF) has provided grant funding for the Midland Academies Trust (MAT) and US-based National Institute for Direct Instruction (NIFDI) to pilot the CMC programme with Key Stage 3 students who are assessed as requiring support with their maths learning. The pilot is being undertaken between April 2019 and March 2020 and will involve 12 secondary schools who will each be delivering the programme to up to 42 students across Years 7 to 9 during the autumn term 2019. Your child/children's school has elected to participate in this pilot study.

The programme will be independently evaluated by the National Foundation for Educational Research (NFER). The evaluation aims to explore the most effective way of delivering the CMC programme with students, and whether it shows potential to achieve its intended outcomes. The evaluation ultimately aims to inform a decision about whether the CMC programme could be used to support the maths learning of a wider group of students. The evaluation will require students to take part in a range of activities. These will include a short online survey, to be completed at both the start and end of the programme, group interviews with other students, class observations, and a maths test at the end of the programme.

Student participants' personal data will be collected as part of MAT/NIFDI's recruitment of schools and the delivery of the programme, and by NFER as part of the evaluation of the pilot. NFER and MAT are joint Data Controllers for this pilot. This means both organisations are jointly responsible for the personal data that is collected, which is needed to both deliver and evaluate the CMC programme. NIFDI is a Data Processor, which means they will use or 'process' some of the data that is collected to help deliver the CMC programme.

2 What personal data is being collected by this project?

MAT and NFER will collect the following personal data about each student participating in the CMC programme:

- Students’ names, school name, year group and gender will be provided by the school to MAT/NFER
- Students’ initial maths assessment results will be provided by the school to MAT/NFER. This will include the score and level on an initial ‘placement’ test which will be used to select the appropriate level of the CMC programme for students, and students’ scaled maths SATs scores
- Students’ ongoing maths assessment results will be provided by the school to MAT. This will consist of the mastery test scores after each 10-lesson module of the CMC programme
- Students’ maths assessment results at the end of the programme based on an assessment administered by NFER
- Students’ attitude to maths will be collected via a survey at the beginning and end of the programme administered by NFER. The surveys will collect each student’s name, date of birth, year group and gender in order to match baseline and endpoint responses and compare maths attitudes over time and by different groups.
- Students’ views on and experiences of the CMC programme will be collected by NFER as part of group interviews with small numbers of students in some of the participating schools, and observations of CMC lessons by NFER and MAT/NIFDI coaches
- Students’ attendance at CMC lessons provided by the school to MAT/NFER.

Schools will use NFER’s secure school portals to transfer student data electronically. All student personal data collected in hard copy by NFER will be transferred using a secure courier service.

All student personal data collected by MAT from schools will be collected electronically, password protected and transferred via secure cloud storage. Personal student data collected by MAT and shared with NFER will be transferred via NFER’s secure portal.

In addition, as part of monitoring the effectiveness of teachers’ delivery of the CMC programme, CMC lessons may be videoed by MAT and shared with NIFDI to enable additional and ongoing training and coaching to be provided to the teachers. Your child/children’s school will provide you with a form to check whether you are happy for your child/children to appear in any video recordings as part of the pilot and for this to be shared with NIFDI.

3 What is the legal basis for processing activities?

The legal basis for processing your child/children’s personal data is:

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

MAT, NIFDI and NFER's legitimate interest for processing personal data for this pilot is to deliver and evaluate the CMC programme, which has potential to benefit students' maths learning.

Parental consent will be required for video recording of CMC programme lesson delivery and transfer of any videos to the US.

As mentioned above, your child/children's school will provide you with a form to collect your consent for your child/children to appear in any video recording as part of the pilot. If you do not give consent your child/children will not appear in any video recordings for the purposes of this pilot but they will still receive the intervention. The section below entitled 'can I stop my child/children's data being used?' sets out how you can withdraw consent for your child/children to be videoed.

4 Who will personal data be shared with?

Only NFER will see students' attitudes to maths, their views and experiences of the CMC programme, and end-point assessment scores.

Student names and placement scores will be shared securely between MAT and NFER using NFER's Secure Portal.

MAT will only share anonymised student data with NIFDI for the purposes of supporting schools to deliver the CMC programme, with the exception of videoed CMC lessons where students may be identifiable. Videoed lessons will be shared securely between MAT and NIFDI using the IRIS Connect online platform.

At the end of the evaluation, NFER will produce a report based on anonymised findings. This will be made available to EEF as well as MAT and NIFDI and will inform a decision about the appropriateness of a larger scale trial of the CMC programme. No individual student participants or schools will be identified in any report that NFER writes as part of the evaluation. No individual participant's views or responses will be identifiable from the reports NFER will write.

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

NFER will not store or transfer any personal student data outside of the EEA as part of the evaluation.

Only anonymised student data collected by MAT as part of the delivery of the programme (e.g. student mastery scores) will be shared with NIFDI, based in the US.

Video recordings of CMC lessons will be shared with NIFDI. The consent obtained for making these recordings also covers their transfer to NIFDI who are based in the US. Videoed lessons will only be shared with NIFDI where the consent of parents/carers of the students in the videoed group has been obtained by the participating school.

6 How long will personal data be retained?

MAT, NIFDI and NFER will delete any personal student data within one year of the submission of the final internal report of the pilot.

7 Can I stop my child/children's personal data being used?

MAT, NIFDI and NFER will handle your child/children's personal data in accordance with the rights given to individuals under data protection legislation. If at any time you wish us to withdraw your child/children's data from the pilot or correct errors in it, please contact MAT at directinstruction@midlandacademiestrust.co.uk or NFER at j.harland@nfer.ac.uk.

In certain circumstances, data subjects have the right to restrict or object to processing. They have the right to withdraw any consent to processing that they have given at any time. They also have the right to make a subject access request to see all the information held about them. To exercise any of these rights, please contact MAT at directinstruction@midlandacademiestrust.co.uk or NFER's Compliance Officer at compliance@nfer.ac.uk.

8 Who can I contact about this project?

MAT is responsible for the day-to-day delivery of the programme. Contact the programme team at directinstruction@midlandacademiestrust.co.uk with any queries.

NFER is responsible for the independent evaluation of the programme. Contact Jennie Harland at j.harland@nfer.ac.uk with any queries.

If you have a concern about the way this project processes personal data, we request that you raise your concern with MAT and NFER 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/>.

9 Updates

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. The date when this privacy notice was last updated is shown in the footer at the bottom of this document.