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# Privacy Notice for Research into Teacher Training – Teachers

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## 1 Why are we collecting this data?

NFER is collecting personal data to enable a greater understanding of three different routes into teacher training. This will be achieved with the collection of teacher information that will be matched to data contained on the School Workforce Census (SWC). We will use SWC data from the collection in autumn 2022 to look at retention rates.

The Education Endowment Foundation (EEF) have funded this research with NFER being 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 ‘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’.

We have carried out a legitimate interest assessment, which demonstrates that the evaluation fulfils one of NFER’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 for schools when making decisions about how to recruit and support new teachers.

## 3 How will personal data be obtained?

NFER will contact schools to invite them to take part in the project.

NFER will undertake telephone interviews with approximately 20 mentors from each alternative route into teacher training. NFER will also undertake the same number of telephone interviews with headteachers.

NFER will administer an online survey to all mentors and NQTs in June 2021

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

Personal data for the main evaluation will include data about teachers from the participating schools as described below.

Schools that wish to participate will be asked to provide the name, job title and contact details of:

1. the headteacher (who must give permission for the school to take part)
2. a contact person (with whom we can liaise about the project)
3. the Newly Qualified Teacher(s) (NQT) at their school who will be involved in the project (must be teaching either Year 3, 4 or 5)
4. the mentor of the NQT (if different to number 2, above)
5. bursar.

NFER will collect this data so that we can liaise with the individuals about the evaluation. For example, names and email addresses will be collected so that NFER can send the link to the online teacher questionnaire directly to individual NQTs.

For the nominated NQT(s) NFER will also collect date of birth and their Teacher Reference Number (TRN) to allow for matching with the SWC.

NFER will provide the DFE Data Sharing Team with teacher data allowing a match to the SWC. NFER will then analyse this data to identify retention rates using the Secure Research Service (SRS) based at the Office for National Statistics (ONS). NFER will access the data for analysis through the SRS secure online system. The SRS system does not allow users to remove or copy data from its servers.

## 5 Who will personal data be shared with?

For the purposes of the research, teachers' names, dates of birth, TRNs and questionnaire responses will be linked with information about the teachers from the School Workforce Census (SWC). At the end of EEF evaluations this data is archived to allow for further secondary analysis. At this point, EEF becomes the data controller and NFER no longer holds responsibility for the data and is no longer the data controller.

At the time of writing, a process is being agreed with the DfE and the ONS for transferring the EEF archive to the ONS. The de-identified<sup>1</sup> datasets from this project will, in time, be added to the EEF archive. The EEF archive is hosted by the Office for National Statistics (ONS) and managed by the EEF archive manager. Other research teams may use the de-identified data as part of subsequent

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<sup>1</sup> De-identified means that names, dates of birth and teacher reference number (TRN) are removed from data before it is made available to researchers accessing the archive.

research through the Approved Researcher Scheme<sup>2</sup>. The Approved Researcher Scheme is used by the Office for National Statistics (ONS) to grant secure access to data that cannot be published openly, for statistical research purposes, as permitted by the Statistics and Registration Service Act 2007 (SRSA).

We will not share personal data collected through telephone interviews or in the teacher survey with other organisations.

### **Questback**

The survey will be hosted and delivered by our third party provider, Questback. You can find their privacy notice here: <https://www.questback.com/data-privacy/privacy-policy/>

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

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

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

NFER will delete all personal data after three months from completion of the project.

## **8 Can I stop my personal data being used?**

Yes, 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 Victoria Johnson at [teachertraining@nfer.ac.uk](mailto:teachertraining@nfer.ac.uk) or 01753 637441.

In certain circumstances, data subjects have the right to restrict or object to processing, please contact our Compliance Officer at [compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk). They also have the right to see information held about them. NFER will cooperate fully when a subject access request (SAR) is made.

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

NFER are responsible for the day-to-day management of this project. Contact [teachertraining@nfer.ac.uk](mailto:teachertraining@nfer.ac.uk) or 01753 637441 with any queries.

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

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<sup>2</sup> <https://www.ons.gov.uk/aboutus/whatwedo/statistics/requestingstatistics/approvedresearcherscheme>

contact the Information Commissioner's Office, the body responsible for enforcing data protection legislation in the UK, at <https://ico.org.uk/concerns/>

## 10 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