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# Privacy Notice for Teacher Voice 2021 – Panel members

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## 1 Why are we collecting this data?

NFER, as data controller, are collecting data to capture the views of a representative sample of teachers and senior leaders on topical educational issues commissioned by clients. The information enables professional organisations to access up to the minute views from current teachers on topical issues.

## 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 the processing is necessary for legitimate interests.

We have carried out a legitimate interest assessment, which demonstrates that the survey fulfils one of NFER's core business purposes (undertaking research, evaluation and information activities). It has broader societal benefits as findings will contribute to improving the lives of learners by providing evidence to influence policy. The survey cannot be done without processing personal data but processing does not override the data subject's interests.

## 3 How will personal data be obtained?

NFER will collect personal data by selecting a representative sample of teachers and inviting them to join the panel. Data is also collected via online surveys, which are usually held three times a year.

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

We will use your name and email address to administer the survey. To maintain a representative sample and help us understand the composition of the panel we will collect a range of background information including your school's name, your role, gender, age, year group and subject taught, degree subject and number of years you have been teaching.

During each survey, we will also ask for individual teachers' views on a range of topics.

Individuals can ask for their details to be updated or they can withdraw from the panel at any time by emailing Teacher Voice [teachervoice@nfer.ac.uk](mailto:teachervoice@nfer.ac.uk). There is also opportunity on each survey for teachers to update their details. All data is held securely.

## 5 Who will personal data be shared with?

Data provided to clients for each individual is limited to gender, region, phase of school (primary or secondary) and role. No identifying personal data or names of schools are shared outside NFER. We will not pass your personal details onto any third parties.

NFER uses a secure online survey tool, Questback, to administer the survey. Questback stores data in the European Union. Questback's privacy statement can be found at <https://www.questback.com/data-privacy/>

## 6 How long will personal data be retained?

We will retain teachers' personal data for as long as they remain on the panel. Data will be removed when teachers actively withdraw from the panel or where teachers do not participate for up to four years.

## 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 [teachervoice@nfer.ac.uk](mailto:teachervoice@nfer.ac.uk).

In certain circumstances, data subjects have the right to restrict or object to processing. 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 our Compliance Officer [compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk).

## 8 Who can I contact about this project?

Any queries please contact [teachervoice@nfer.ac.uk](mailto:teachervoice@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 [compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk). 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/>.

## 9 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.