

Privacy notice for FE workforce survey and longitudinal feasibility study: interviews with DfE policy and data leads

1 Why are we collecting this data?

The [National Foundation for Educational Research](#) (NFER) is collecting personal data as part of a research project, funded by the Department for Education (DfE), to understand the current working conditions, views and professional experiences of the further education (FE) workforce. The project aims to inform targeted and effective FE workforce policy and increase the understanding of the FE workforce experiences and working conditions, for which little up-to-date information exists.

The project will be undertaken between September 2025 and May 2026. One strand of the research is interviews with DfE policy and data leads. This privacy notice relates to these interviews. An information sheet and information on how personal data is processed for other strands of the study is available on the project website [here](#).

For the purpose of data protection legislation, DfE is the data controller and decides what data will be collected and how it will be used. NFER is the data processor and will follow DfE's instructions about how data should be handled.

2 What is the legal basis for processing activities?

The legal basis for processing personal data is covered by GDPR Article 6(1)e which states that: processing is necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller.

The Education Act 1993 gives the Secretary of State for Education the power to conduct research with teachers. Specifically, under Part I, Chapter I, the Act outlines the general responsibilities of the Secretary of State, including:

Section 21 – Duty to compile information and conduct research about provision of education

(1) Each funding authority shall—

- (a) compile such information, and
- (b) make such provision for conducting, or assisting the conduct of, research, as may be required for the purpose of providing the Secretary of State and local education authorities, in such form and at such times as may be prescribed, with such information relating to the provision of education in any area to which an order under section 12 of this Act applies as may be prescribed.

(2) Each local education authority shall—

- (a) compile such information, and

(b) make such provision for conducting, or assisting the conduct of, research, as may be required for the purpose of providing the Secretary of State and the funding authority, in such form and at such times as may be prescribed, with such information relating to the provision of primary or secondary education in the area of the local education authority as may be prescribed.

(3) The Secretary of State shall exercise his powers under this section so as to secure, in particular, the provision of information relating to the provision of education for children with special educational needs.

3 How will personal data be obtained?

DfE will provide NFER with contact details of DfE policy and data leads who have agreed to take part in the research.

Participation in the interviews is entirely voluntary. Participants will be fully briefed on the purposes of the research and how the information they provide will be used before consenting to take part. Contact details will only be used for the purposes of the research.

4 What personal data is being collected by this project?

The personal data collected in this project will include:

- Name
- Contact details
- Role.

In facilitating the interviews, NFER will also process participating individuals' views and opinions relating to the administration of the online survey with the FE sector and the feasibility of a future longitudinal survey.

5 Who will personal data be shared with?

Data needed to set up the interviews will be provided to NFER by the DfE project manager.

Microsoft Teams (a video conferencing and online meeting application) will be used to conduct the interviews. Microsoft Team's privacy information can be found [here](#). The interviews will be recorded so the research team can ensure the notes they produce are accurate. The recording will not be listened to/watched by anyone outside of the research team and research participants' permission to record will be asked at the start of the interview.

NFER will produce a publishable report for DfE. Data collected during the study will be anonymised and no individual will be identifiable in this report, unless permission has explicitly been given by the data subject.

6 Is personal data being transferred to a third country?

NFER will not transfer any data outside of the UK.

7 How long will personal data be retained?

NFER will retain personal data for up to six months after the publication of the project's final report, which is scheduled for the end of May 2026. At the latest, all personal data will be deleted by the end of November 2026.

8 Can I stop my personal data being used?

DfE and NFER handle personal data in accordance with the rights given to individual under data protection legislation.

Participants can withdraw their data from being processed at any time during the project. Should you withdraw from the research, any personal data you have provided up to that point will still be used unless you indicate otherwise.

Under certain circumstances data subjects have the right:

- to request access to information that is held about them (a data subject access request).
- to have 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 processing of personal data (for example, permitting its storage but no further processing).
- to object to processing
- to data portability
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect.

If you contact us to exercise one of these rights, we may need to request specific information from you to help us confirm your identity and ensure your right to access the information (or to exercise any of your other rights). This helps us ensure that personal information is not disclosed to any person who has no right to receive it.

If you wish to make a subject access request, restrict or object to processing, please contact the DfE Data Protection Officer at dataprotection.office@education.gov.uk

9 Who can I contact about this project?

NFER is responsible for the day-to-day management of this research. Contact the Project Leader Matt Walker (m.walker@nfer.ac.uk) with any queries.

If you have concerns about the way this project processes personal data, please raise your concern by contacting the DfE Data Protection Officer at dataprotection.office@education.gov.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/>.

10 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.