***[This is a draft letter which you may choose to use as a tool to help you communicate this change in data-use to parents. Please ensure you seek your own advice on managing data and permissions at your school and amend this template as you see fit.]***

Dear Parent or Carer,

As we are committed to being transparent with parents and carers with regards to use of your children’s data, we are writing to inform you about an update regarding a specific use of assessment data.

At our school we use standardised assessments to help us understand your children’s attainment, progress and learning needs. These assessments are provided by the National Foundation for Educational Research (NFER) who are a trusted charitable foundation of more than 75 years standing.

NFER carry out a wide range of independent research to generate valuable insights and to support positive change across education systems. I am writing to inform you that your child’s assessment data is being shared with NFER to enable them to more easily generate research insights that can be used to improve outcomes for current and future generations.

The data from these non-statutory assessments is valuable for research-purposes because it provides a record of pupils’ attainment and progress, including prior to and during the Covid-19 pandemic. This information can contribute significantly to the research NFER carries out to support teaching and learning at this difficult time and in the future. As a school, we are happy to be able to positively contribute to research in this way.

No schools or individuals will be named or identifiable in any reports or other outputs generated from this research and NFER are committed to the highest levels of data security and care. No additional assessment tasks are being requested as part of this data collection; we will only be sharing assessment data for tests we set as part of our regular assessment programme at our school.

For further information about how the data will be used and for full details of your rights with respect to this data, including how to opt out, please see:

[www.nfer.ac.uk/nfer-tests-privacy-notice](http://www.nfer.ac.uk/nfer-tests-privacy-notice).

Yours sincerely,