



Efficacy Trial of the Rehearsal Room Writing Programme

Privacy Notice for Training Staff

1 Why are we collecting this data?

The National Foundation for Educational Research (NFER), in collaboration with the University of Exeter, is processing personal data to evaluate the Royal Shakespeare Company's (RSC) Rehearsal Room Writing (RRW) programme using a randomised controlled trial (RCT). The Education Endowment Foundation (EEF) has commissioned the NFER to carry out an independent evaluation of the RRW programme. The funding for this project and evaluation is from the Department for Education (DfE)'s Accelerator Fund, which aims to expand the use of evidence-based programmes. The RSC will oversee the delivery of the intervention. The evaluation will take place between February 2025 and May 2028.

NFER is the data controller for the evaluation and will make decisions about how and what personal data is used for the evaluation. Further information about the project and privacy notices for all participants are available [here](#).

This privacy notice covers the personal data of the RSC-employed Associate Learning Practitioners (ALPs) that will be processed for the evaluation. The RSC are the data controller for any personal data processed for employment purposes.

All data will be treated with the strictest confidence, and you will not be identified in any report arising from the research.

2 What is the legal basis for processing activities?

The legal basis for processing personal data is covered by:

Article 6 (f) Legitimate interests: the processing is necessary for your legitimate interests or the legitimate interests of a third party, unless there is a good reason to protect the individual's personal data which overrides those legitimate interests.

A legitimate interest assessment has been undertaken. It demonstrates that it is within NFER's interests in undertaking this evaluation to collect and analyse data on the effectiveness of implementation and outcomes. 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 about impact on pupils' writing ability, enjoyment of writing, their belief in their writing ability, as well as the teachers' perception of their ability to teach writing. The research cannot be done without processing personal data, but processing does not override the data subject's interests.

3 How will personal data be obtained?

Personal data will be collected directly from participating ALPs by either the RSC or NFER. Data collected by the RSC will be shared with NFER securely (via NFER's online portal).

NFER will also carry out in-person observations and focus groups.



4 What personal data is being collected for this project?

The following personal data will be collected for the four ALPs delivering the RRW training:

- Name
- Contact details (e-mail and telephone number)

An NFER researcher will observe at least one training day delivered by each of the ALP pairs. The observation will focus on the nature of the training and any questions or feedback from participating teachers. No personal data will be collected. Written inputs from teachers during the training sessions will be shared with NFER in an anonymised form by the RSC.

In addition, all four ALPs will be asked to participate in a two remote focus groups conducted by an NFER researcher via Microsoft Teams. Participants will be asked about the training, whether it is going as intended, how the teachers are responding to it and any reflections on the insights teachers have shared – particularly in terms of challenges and facilitators for implementation. With participants' agreement, the focus groups will be video recorded and digitally transcribed using Microsoft Teams for note-taking purposes.

5 Who will personal data be shared with?

RSC will share ALP personal data with NFER for the purpose of evaluation activities (see sections 3 and 4). NFER may share ALP personal data back with RSC where necessary for evaluation and/or programme delivery purposes.

The remote focus groups will be conducted via Microsoft Teams.

No identifiable data collected during the observations and focus groups will be shared outside the NFER research team.

6 Is personal data being transferred outside of the UK?

No, NFER only stores personal data in the UK.

7 How long will personal data be retained?

Any personal data collected for evaluation purposes will be deleted by NFER within one year of publication of the final longitudinal report, which is scheduled for May 2028. Deletion of personal data is currently expected to take place by the end of May 2029.

8 Can I stop my personal data being used?

NFER handles personal data in accordance with the rights given to individuals under data protection legislation. 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.

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.

To exercise any of these rights, please contact the NFER's Compliance Officer at compliance@nfer.ac.uk

Although we value your participation in this evaluation and its contribution to important findings, you can withdraw from the evaluation activities at any time. If you withdraw, unless otherwise instructed, we will use any data we have collected up to that point in our analysis. Please note that withdrawing your data will not be possible once data analysis has commenced (from September 2026). Withdrawing your data will not impact your participation in the RRW programme. If at any time you wish to withdraw from the evaluation activities, or withdraw your data or correct errors in it, please contact: RRW-trial@nfer.ac.uk.

9 Who can I contact about this project?

NFER is responsible for the day-to-day management of the evaluation. Please contact the evaluation team at: RRW-trial@nfer.ac.uk

If you have a concern about the way personal data is processed for the evaluation of the RSC's Rehearsal Room Writing (RRW) programme, we request that you raise your concern with us in the first instance (see details above). 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.