
Delivery and Evaluation of Action Tutoring Secondary Maths Programme

Privacy Notice for Action Tutoring Delivery Staff

1 Why are we collecting this data?

The Education Endowment Foundation (EEF) has commissioned the National Foundation for Educational Research (NFER) and Behavioural Insights Team (BIT) to undertake an evaluation of the Action Tutoring programme. The programme aims to look at the effectiveness of support provided to pupils in Years 7, 10 and 11 to improve their maths grades by pairing them with high-quality volunteer tutors, assisting them in building their subject knowledge, confidence and study skills.

The evaluation will take place between January 2025 and July 2026.

Action Tutoring and NFER are each independent data controllers for purposes of the data covered by this privacy notice.

This is the privacy notice for Action Tutoring staff whose personal data is required to support the evaluation of the tutoring programme.

All privacy notices and information sheets for this evaluation are available on [NFER's project webpage](#) and [Action Tutoring's project webpage](#).

2 What is the legal basis for processing activities?

The legal basis for processing personal data for the evaluation only is covered by GDPR Article 6 (1) (f):

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

NFER has 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 about the impact of tutoring on pupil attitudes towards and attainment in maths. Research cannot be done without processing personal data, but NFER will ensure data subjects' data and rights are protected.

3 How will personal data be obtained?

Personal data will be collected directly by the key contacts at Action Tutoring who oversee the evaluation partnership with NFER and then shared with NFER. NFER will collect staff perceptions about the programme during online interviews (which will be audio recorded with the participant's agreement).

4 What personal data is being collected by this project?

The following types of personal data will be processed:

- The names and contact email address for key staff at Action Tutoring involved in the delivery of the programme, so that they can be invited to take part in online interviews.
- Staff perceptions of the implementation and outcomes of the Action Tutoring programme.

5 Who will personal data be shared with?

Action Tutoring will share the contact details of their staff with NFER.

To facilitate virtual interviews, Microsoft Teams will be used. Privacy information is available here - [Microsoft Privacy Statement – Microsoft privacy.](#)

NFER will produce a publishable report for EEF. No individual will be identifiable in NFER's report, unless permission has explicitly been given by the data subject. All of the findings from the evaluation will only be reported in anonymised form.

6 Is personal data being transferred outside of the UK?

NFER will only store Action Tutoring staff's personal data in the UK.

7 How long will personal data be retained?

NFER will delete any Action Tutoring staff personal data within one year of publication of the final report, which is scheduled for summer 2027. All personal data will, therefore, be deleted by summer 2028.

8 What security is in place for personal information shared?

NFER takes the responsibility for protecting your privacy very seriously and we will ensure your data is secured in accordance with our obligations under the Data Protection laws. We have in place technical and organisational measures to ensure personal information is secured and to prevent your personal data from being accessed in an unauthorised way, altered or disclosed. We have in place a robust access control policy which limits access to your personal data to those employees, contractors and other third parties who only have a business need to know. The processing of your personal data will only take place subject to our instruction.

We have procedures to handle any potential data security breaches. Data subjects, third parties and any applicable regulators will be notified where we are legally required to do so. If you become aware of a potential data breach involving your personal data, please contact us immediately using the details provided at the end of this notice.

9 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 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, NFER will use any data we have collected up to that point in our analysis. If at any time you wish to withdraw from the evaluation activities, or withdraw your data or correct errors in it, please contact NFER.

10 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: ATEvaluation@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 (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 ico.org.uk/concerns/.

Further information on this project, including information sheets and privacy notices can be found on [NFER's project webpage](#) and [Action Tutoring's project webpage](#).

11 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.