

# Pupil wellbeing and increased persistent absenteeism

## Privacy Notice for Advisory Board Members

### 1 Why are we collecting this data?

The National Foundation for Education Research (NFER) have received funding from the Nuffield Foundation to undertake research into the relationship between pupil wellbeing and increased persistent absenteeism for secondary school pupils in England.

A strategic advisory board, made up of experts from across the education, policy and wellbeing sectors, will help guide and quality assure our research. This privacy notice describes how we will use the personal data of our strategic advisory board members.

NFER decides how the personal data of members of the advisory board will be used and is the data controller.

### 2 What is the legal basis for processing activities?

To process this personal data, our legal reason for collecting or processing this data is:

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.*

A legitimate interest assessment has been undertaken. 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 pupil wellbeing on school attendance.

The strategic advisory board cannot be done without processing personal data, but NFER will ensure your rights are respected at all times.

### 3 How will personal data be obtained?

We will use contacts of NFER staff or publicly available information to contact potential advisory group members and ask them to participate. If they agree, any further information will be collected directly from them.

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

The names and email addresses of strategic advisory board members will be collected. We will use these details to organise meetings and send out meeting invites, to share documents for you to review, to contact you for input or advice as needed, and to share meeting slides and materials with you after our meetings.

## 5 Who will personal data be shared with?

Advisory meetings will be undertaken in person at the Nuffield Foundation or remotely using Microsoft Teams. The privacy notice for Microsoft Teams can be found here:

<https://docs.microsoft.com/en-us/microsoftteams/teams-privacy>.

Names of advisory board members will be shared with the Nuffield Foundation for their records and to facilitate check-ins for in-person meetings taking place at their office.

We may share advisory group members' names, roles, and professional contact details with other members of the advisory group to support collaboration and networking as part of the group's activities.

No other personal data will be shared with anyone beyond the project team at NFER.

## 6 Is personal data being transferred outside of the UK??

No personal data is stored or transferred outside of the UK.

## 7 How long will personal data be retained?

NFER will delete any personal data collected as part of the research within one year of publication of the final report. This deletion process is currently planned for December 2027.

## 8 What are my rights with respect to personal data?

NFER handles 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 the Principal Investigator Emma Moore on [e.moore@nfer.ac.uk](mailto:e.moore@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. NFER will cooperate fully when a subject access request (SAR) is made of them as a data controller. To exercise these rights, please contact NFER's Compliance Officer at [compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk).

## 9 Who can I contact about this project?

NFER is responsible for the day-to-day management of this project. Please contact the Principal Investigator Emma Moore on [e.moore@nfer.ac.uk](mailto:e.moore@nfer.ac.uk) if you have any questions.

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 the details above). If you remain dissatisfied, you have the right to lodge a complaint about data protection issues with the Information Commissioner's Office, the body responsible for enforcing data protection legislation in the UK, at <https://ico.org.uk/concerns/>

## 10 Updates

Our privacy notice will be reviewed regularly to make sure it is up to date and accurate; any changes will be recorded.

The date when this privacy notice was last updated is shown in the footer at the bottom of this document.