
Privacy notice for parents of learners taking part in the trials of NFER Online Assessments

1. Who are we and why are we collecting this data?

The National Foundation for Educational Research (NFER) is undertaking a project to develop, pilot and deploy an online assessment system. This privacy notice relates to the NFER's collection of personal data about learners who are taking part in standardisation, technical and qualitative trials.

NFER will use this data to:

- investigate how learners engage with an online assessment system
- check how learners interpret and respond to different types of questions
- obtain data on the functioning of the test and to produce the standardised and age-standardised scores
- inform the development of mark schemes, ensuring that all answers are addressed in the mark schemes.

NFER is the data controller for the personal data processed as part of the development of its online assessment tool.

2. What is the legal basis for processing activities?

The legal basis for processing personal data is:

General Data Protection Regulation (GDPR) Article 6 (1) (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.

Our legitimate interest for this processing is the development of assessments, one of NFER's core business purposes. Continuous research and trials involving staff and learners is an important part of improving and delivering this assessment. We have carried out a legitimate interest assessment; confirming that we cannot carry out this work without processing personal data, but the processing does not override the data subject's interests.

As part of our trials, we may inquire about learners' accessibility needs and other special requirements. Teachers may be asked to share special category data (for example about a pupil's SEN status) with us; in this case we will rely on GDPR Article 9 (2) (j))

Scientific/historical research purposes or statistical purposes. We do not believe this processing will cause damage or distress to the data subjects. The outcomes of the evaluation will not result in the creation of measures or decisions being made about learners.

3. How will personal and special data be obtained?

Once your school has agreed to be part of the trial, your school's staff will enter pupil information into the NFER Online Assessments system. This is a secure system and data will only be accessible by members of the NFER Online Assessments team.

4. What data is being collected by this project?

We will collect and hold the following data for participating learners:

- name*
- date of birth*
- unique pupil number
- gender*
- results from the assessment*
- English as an additional language (EAL) status
- home language
- ethnicity
- free school meals
- pupil premium
- SEN
- looked after status

*These are mandatory fields. Non-mandatory fields may be recorded on the system at the discretion of school staff.

5. Who will personal data be shared with?

The participant information we collect from learners will be treated in confidence and will only be used within NFER for the development of the online assessment. We will not use any personal or identifiable data in any published reports based on this research.

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

All personal data collected by NFER is stored in the UK.

7. How long will personal data be retained?

We will only keep your personal data for as long as we need it for the purpose of this piece of work, after which point it will be securely destroyed.

NFER will hold the pupil data for 1 year, before it is pseudonymised. NFER need to retain this data during the trial period of the NFER Online Assessments so that it can be referred back to throughout the trialling process.

8. Your rights

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

You have the right:

- of access
- to rectification
- to erasure
- to restrict data processing
- to have your 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 our processing of your personal data (i.e. permitting its storage but no further processing).

To find out how you can exercise these rights please contact compliance@nfer.ac.uk

9. Who can I contact about this project?

NFER is responsible for the day-to-day management of this project. Contact the NFER Online Assessments trials team at noatrials@nfer.ac.uk with any queries.

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 raise any concerns with the Information Commissioner's Office (ICO) via their website 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.

Date	Amendment
02/02/2024	Section 1 - Inclusion of technical trial to the scope of the privacy notice Change of terminology from pupils to learners