

Privacy Notice for the impact of the cost of living on schools research study

1 Why are we collecting this data?

The National Foundation for Educational Research (NFER) is undertaking research, in collaboration with ASK Research, to investigate the impact of recent increases in the cost of living on schools, teachers and pupils. The research will take place between April and September 2023. This research is funded by the Nuffield Foundation.

Surveys of teachers and senior leaders will help us explore the impact of increases in the cost of living on pupils and staff, the support being provided within schools and how this has changed and the impact of the cost of living on day-to-day provision in schools (including funding and staffing pressures).

For the purpose of data protection legislation, NFER is the data controller and decides what data will be collected and how it will be used. ASK research is the data processor and will process data on behalf of NFER.

2 What is the legal basis for processing activities?

The legal basis for processing personal data is :

- **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 this research fulfils one of NFER's core business purposes (undertaking research, evaluation and information activities). In addition, it has wider social benefit and will lead to evidence which will inform the ongoing evidence base on challenges schools are facing in light of the increased cost of living. 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?

The online survey will be sent to schools using their publically available contact details. It will also be shared with schools via established networks and circulated to teachers and senior leaders who are members of NFER's Teacher Voice panel. Furthermore, ASK research will circulate the survey across their networks.

Completion of the survey and participation in the research is entirely voluntary.

4 What personal data is being collected by this project?

The survey will ask you to provide some background information (job role, school, age, gender and income) about yourself and your views on the impact of the increased cost of living on you, your school and its pupils. Although the survey will not automatically collect direct identifiers (like your name and contact details), this information could be put together to identify you so is classed as personal data.

Only if you would like to receive a copy of the research report or to receive your £5 incentive in the form of a voucher would NFER need to collect your name and email address.

5 Who will personal data be shared with?

NFER will not share your name or contact details with anyone.

During the fieldwork period, NFER may share the names of special schools who have not yet completed the survey so that ASK Research can encourage these schools to complete the survey through their networks.

NFER may share pseudo-anonymised survey data with ASK Research which will be processed for research purposes in order to explore and establish how the cost-of-living crisis is affecting schools.

NFER will produce a publishable report. No individual or organisation will be identifiable in NFER's report, unless permission has explicitly been given by the data subject.

We intend to submit a fully anonymised data file to an established resource (e.g. the UK data archive) when the project is completed. The file will include senior leaders' and classroom teachers' responses to the survey questions on the impact of the increased cost of living on schools, survey data and basic demographic background characteristics (e.g. gender, primary/secondary). All data deposited will therefore be non-sensitive and non-disclosive. All other data we intend to use are secondary data resources.

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If you have agreed that your personal data can be kept for future research activities around the impact of the cost of living crisis, it may be shared with the controllers of the administrative data sources held by the Department for Education (such as the National Pupil Database, School Workforce Census and Longitudinal Educational Outcomes data) to allow it to be linked to these other sources. NFER will delete your name and contact details before sharing your data with the controllers of these datasets. Data will only be linked where consent has been provided and all data will be pseudonymised prior to being analysed.

The NFER will administer the sign-up form and survey online via Questback. Questback's privacy statement can be found at www.questback.com/data-privacy/

6 Is personal data being transferred to a third country?

NFER will not transfer any data outside of the UK/EEA.

7 How long will personal data be retained?

The anonymized data file will be created within two months of the publication of the final report (expected in September 2023).

For participants who do not consent to have their data linked to administrative datasets for future research relating to the cost of living, NFER will delete any personal data within 12 months of publication of the final report, which is scheduled for September 2023. This includes participants who have provided their name and email address in order to receive a voucher and/or the final report but do not consent to have their data linked to administrative datasets for future research. At the latest, all personal data will be deleted by March 2025.

For participants who consent to have their data linked to administrative datasets for future research relating to the cost of living, NFER will delete any personal data within 5 years of publication of the final report, which is scheduled for September 2023. At the latest, all personal data will be deleted by March 2028.

8 Can I stop my personal data being used?

NFER handles personal data in accordance with the rights given to individual 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.

If you contact us to exercise one of these rights, 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.

9 Who can I contact about this project?

Any queries about the day-to-day management of the data processing outlined in this privacy notice, please contact Megan Lucas at NFER on 01904 567196 or at costoflivingresearch@nfer.ac.uk

If you have concerns about the way this project processes personal data, please raise your concern by contacting the Compliance Officer: compliance@nfer.ac.uk

If you remain dissatisfied, you can contact the Information Commissioner's Office, the body responsible for enforcing data protection legislation in the UK, at www.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.