

Privacy notice for teachers invited to take part in Growing Up in the 2020s

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Why we are carrying out Growing Up in the 2020s

Growing Up in the 2020s is a national study of thousands of young people in England. The study aims to better understand how a young person's environment and experiences during adolescence (or the secondary school years) relate to their short- and long-term education and wellbeing. The study will also provide information on the important transition period from education to employment or other post-16 routes, allowing researchers to track young people's trajectories from adolescence into young adulthood.

The Growing Up in the 2020s study is longitudinal, which means it follows the same group of people over time. It starts in 2025 when the young people are in Year 8 and will collect data at multiple timepoints as the young people go through secondary school, and possibly beyond. The first funded phase of the study will collect data up to and including Year 12, with data collection concluding in 2029.

About this privacy notice

This Privacy Notice explains who we are, the personal data we collect, how we use it, who we share it with, and what your legal rights are. We will review this Privacy Notice when circumstances require it and annually in any event. If necessary, this Privacy Notice will be updated.

This privacy notice is for teachers whose data we hold for the purposes of the study.

About the organisations carrying out the study

The Department for Education (DfE) has commissioned Anna Freud, University College London (UCL) and Ipsos for the Growing Up in the 2020s study. More information about the study can be found at www.growingup2020s@ipsos.com.

- The Department for Education (DfE) is the government department responsible for education policy and childcare. DfE has commissioned the Growing Up in the 2020s study and is ultimately responsible for the safe keeping of your data (DfE is the data controller).
- Anna Freud is a world-leading mental health charity for children and families. Anna Freud is responsible for designing and managing the Growing Up in the 2020s study as a whole project, but is not collecting data from families or teachers.
- UCL is a London's leading multidisciplinary university, with more than 16,000 staff and 50,000 students from over 150 different countries. UCL manages the Growing Up in the 2020s study project but is not collecting data from families or teachers. (UCL is the data processor)
- Ipsos is a specialist research agency. Ipsos is a member of the Market Research Society, and as such abides by the Market Research Society Code of Conduct and associated regulations and guidelines. Ipsos is responsible for collecting data from

families and teachers for the Growing Up in the 2020s study. (Ipsos is the data processor)

How we got your personal contact details for this study

One or more pupils that you teach took part in the Growing Up in the 2020s study and gave Ipsos your name. During their interviews, the pupil(s) and their parents or carers were asked if they were happy for us to contact their teacher to ask some additional questions about how the pupil is getting on at school. If you have been contacted to take part in the Growing Up in the 2020s study, it is because a pupil(s) you teach said Ipsos could. The letter you received about the study gives information about which of your pupils nominated you.

Personal data we collect from you

The Growing Up in the 2020s study will collect personal data and personal identifying information.

Personal data which means any information related to an identified or identifiable individual.

Personal identifying information is any information which enables someone to be identified directly, for example their name or contact details. Most personal data collected in this study is not personal identifying information.

Access to personal data and personal identifying information is strictly controlled. The data that Ipsos collects for the study includes:

- Your name and contact information for the school where you work - we collect this information from the pupil(s) you teach during their interviews.
- Your job title, email address and telephone number - we collect this information from you directly through the teacher survey.
- Sensitive or 'special category personal data' about you your pupils (e.g. details about a pupil's Special Educational Needs and Disabilities).

Why your personal data and personal identifying information is being processed

Your contact details will only be used to contact you to invite you to complete a short questionnaire about the pupil(s) who have participated in the Growing Up in the 2020s study. Your job title is collected so that we understand the relationship between you and the pupil(s), and in turn provide context for the findings.

We will use your personal data and personal identifying information solely for research purposes and they will be treated in strict confidence in accordance with the Data Protection Act 2018 and UK General Data Protection Regulation (GDPR). However, like all professional organisations, we are required by law to notify relevant authorities if we believe a child or adult is at serious risk of harm.

The personal data will be used to better understand the relationships between young people's experiences as they go through secondary school and their development, including their educational outcomes and their wellbeing.

At the end of each survey, Ipsos will share pseudonymised data securely with UCL and DfE for research, statistics and archiving purposes only. Pseudonymisation is a technique that replaces or removes information in a dataset that directly identifies you or the pupil(s), such as a name, and is a security measure taken to reduce any risk of you or the pupil(s) being identified in our research data. Any analysis is carried out on grouped data and is not reported as individual answers. Individual participants are never identified in any study outputs (e.g. published reports).

Where will your personal data and personal identifying information be stored and how will it be accessed?

Your personal identifying information will be stored by Ipsos in secure systems. The personal identifying information that Ipsos process for the purposes of inviting you to take part in the study will not be transferred outside of the UK or Europe.

Your Growing Up in the 2020s study data (not including personal identifying information) will be combined by Ipsos with data from thousands of other teachers and pupils and pseudonymised before sending via secure means to UCL and DfE for storage on their secure systems. Anna Freud and DfE researchers and academics will work on these datasets for analysis and reporting purposes.

To ensure that the Growing Up in the 2020s study benefits scientific research and public policy, study data (not including personal identifying information) will be combined, pseudonymised and made available securely by DfE to suitably qualified researchers conducting legitimate research on young people's education and wellbeing in the public interest. To do this, the pseudonymised Growing Up in the 2020s datasets and, where we have permission, linked study data, will be stored securely in secure repositories that enable approved researchers to use your study data for scientific research and purposes for the public good to help inform and shape public policy. These repositories are known as Trusted Research Environments (TREs). They are secure systems, controlled by UK public authorities, where approved researchers can access data, but can never take data out of the system, and where all research outputs are checked to ensure they cannot be used to identify participants.

A list of the TREs to be used for Growing Up in the 2020s datasets will be kept updated on the study website, but these are likely to include:

- The Office for National Statistics system which is designed for research using government routine records.
- The UK Longitudinal Linkage Collaboration (ukllc.ac.uk) which has been built by UK longitudinal studies, like Children of the 2020s (a similar study to this one, but with much younger children), for this type of research.
- The UK Data Archive which keeps research data secure and provides access for public benefit research.

Personal identifying information will never be given to these researchers.

Giving and withdrawing your permission to take part in Growing Up in the 2020s study

Growing up in the 2020s is a voluntary research study. You will be provided with information about what taking part involves in advance of the study and how your data will be used. You are under no statutory or contractual obligation to take part. You can decide whether to take part, and you can change your mind at any time. You can use the contact details at the end of this privacy notice to withdraw from the study at any time if you wish to or to exercise any of your individual information rights under UK GDPR.

- If you withdraw from the study, any data already collected will continue to be used unless you explicitly request that we delete it (in which case we will delete it if personal identifying information about you exists which would enable us to do so).
- You can request to have your answers to the survey questions deleted. Note that once your study answers have been processed for use by researchers it may not be possible to remove your data from a study dataset if personal identifying information about you does not exist in that study dataset.
- You can also request that we delete information that specifically identifies you (such as your name and contact details), without deleting your answers to the survey questions.

Lawful basis for processing your personal data and personal identifying information

For the purposes of the General Data Protection Regulation (GDPR), the DfE is the Data Controller as it is the organisation that decides how and why your personal data and personal identifying information are processed. Ipsos and UCL are Data Processors for this study. Ipsos sub-contractors are acting as sub-processors.

The legal basis for processing personal data and personal identifying information from Growing Up in the 2020s is GDPR Article 6() 'public task' because the data is collected to help inform DfE policy development and service delivery in the future Section 83(1)(a) of the Children Act 1989 grants the Secretary of State the power to 'conduct, or assist other persons in conducting, research into any matter connected with his functions' under various children's legislation'. This legislation includes the Children and Young Persons Act 2008 whose section 7 places a general duty of the Secretary of State to promote the wellbeing of children (persons under the age of 18) in England.

Sensitive or special category personal data is processed for research purposes under Schedule 1, Paragraph 4 of the Data Protection Act 2018.

The relationship between DfE, Anna Freud, Ipsos, UCL and the organisations that we share your personal data or personal identifying information with is set out in the contracts between these organisations. These contracts are in place to ensure that your personal data and personal identifying information is protected. All data may only be used for the purposes of public benefit research.

Who will personal identifying information be shared with?

Ipsos will not share your personal identifying information with any of the other research partners.

How will my personal data and personal identifying information be stored?

We will keep your personal data and personal identifying information in strict confidence in accordance with this Privacy Notice. We take our information security responsibilities seriously and apply various precautions to ensure your data and information is protected from loss, theft or misuse. Security precautions include appropriate physical security of offices and controlled and limited access to computer systems.

We have regular internal and external audits of our information security controls and working practices, and we are accredited to the International Standard for Information Security, ISO 27001.

Ipsos will store the personal data from your survey responses separately from personal identifying information (e.g. names).

How long will we keep your personal data for?

Ipsos will securely retain personal identifying information (names and contact details for the lifetime of the study (March 2030the end of 2029) for the purpose of making contact for future surveys.

After removing your identifying information, at the end of each round of surveys, Ipsos will share the pseudonymised personal data collected as part of the study with the Anna Freud/UCL study team members through a secure transfer route for research purposes. At the end of the study Ipsos will destroy their copy of the personal data and personal identifying information in accordance with standards and procedures set out in ISO 27001. Destruction of these data and information held by Ipsos is intended to take place in March 2030 to allow time to consolidate the data and check for any errors. If, for research purposes, it is necessary to change this deadline, this Privacy Notice will be updated. UCL will retain the pseudonymised data for 20 years and DfE will it indefinitely for the purposes of the Growing Up in the 2020s longitudinal study. This will be subject to regular review.

What are my data protection rights?

Under GDPR, you have the right:

- to access your personal data and personal identifying information within the limited period that any organisation holds it (contact details below), if it is possible for them to identify you in the data they hold.
- to withdraw your consent and to object to our processing of your personal data and personal identifying information at any time.
- to rectify any inaccurate or incomplete personal data and personal identifying information about you which we may hold (e.g. to correct incorrect contact details).
- to request the erasure (deletion or removal) of personal data and personal identifying information where there is no compelling reason for its continued processing. If we receive a deletion request from you, we will stop collecting, linking and depositing your personal data or personal identifying information from that point onwards.

- to restrict processing of your personal data and personal identifying information (for example, permitting its storage but no further processing).
- to object to direct marketing (including profiling) and the processing of your personal data and personal identifying information for the purposes of scientific/historical research and statistics.
- to use the right to data portability: you can receive a copy of your electronically held personal data and personal identifying information and reuse it. We cannot send these data and information to others at your request.
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you.

Who should I contact about my data protection rights?

You can get in touch with us about this study and how we are using your personal data and personal identifying information using the details below. Please mention 'Growing up in the 2020s' in your message/email subject line.

	Ipsos	DfE
By email	UK-Compliance@ipsos.com	dp.enquiries@education.gov.uk
Phone	020 3059 5000	0370 000 2288
By post	Data Protection Officer Ipsos 3 Thomas More Square London E1W 1YW	Office of the Data Protection Officer Department for Education (B2.28), 7 & 8 Wellington Place, Wellington Street, Leeds, LS1 4AW

For more information about how the DfE processes personal data, please see its Personal Information Charter: [Personal information charter - Department for Education - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

When you contact us to exercise your right, we will:

- Acknowledge that your request has been received.
- Write to tell you if your request is not applicable and give the reasons.
- Act on your request within the time period required by the current data protection law.

Write to inform you if we need to extend the period of time required to respond due to the complexity.

Complaints

If you wish to make a complaint about the conduct of the study or our use of personal data and personal identifying information, you can contact Ipsos in the following ways:

- Leave a message at Freephone 0800 182 2137
- Email growingup2020s@ipsos.com

- Post to:
Growing Up in the 2020s
Ipsos
Links House
15 Links Place
Edinburgh
EH6 7EZ.

You have the right to lodge a complaint to the Information Commissioner's Office (ICO; the UK data protection regulator) if you have concerns on how we have processed your personal data and personal identifying information. For information on how to complain to the ICO, please see the ICO website ico.org.uk

Get in touch with the study team

If you would like any further details about the study, you can email us at growingup2020s@ipsos.com or call us on 0800 182 2137 (Monday to Friday, 9am-5pm). Please quote your unique reference number (this can be found at the top of any letter you have received from us).