

## Privacy notice for PISA 2022

### 1. Why are we collecting this data?

The Programme for International Student Assessment (PISA) is an international study which aims to evaluate education systems worldwide by testing the skills and knowledge of 15-year-old students. PISA is a worldwide study that has taken place every three years since 2000.

The purpose of the study is to produce statistics on pupils' learning and skills, in order to learn how best to improve teaching and learning and provide the most effective opportunities for all young people. The study is split into two sections: a Field Trial that is conducted in Spring 2020 and the Main Study that takes place in Autumn 2022. (The Main Study was postponed for one year because of the Covid 19 global pandemic.)

We take privacy and confidentiality very seriously and no individual pupil, teacher, school or parent will be identified or identifiable in any reporting.

This privacy notice tells you what the Scottish Government, the data controller, and their approved contractor (NFER, the data processor), will do with the information we collect from pupils and Headteachers as part of the PISA study and how we will ensure privacy of personal information. It explains:

- information to be collected for the study
- organisations that information will be shared with
- how we will use the personal data
- what makes it lawful to collect and share the information
- how participation affects you
- security and confidentiality
- contact details and further information

Participation in the study is voluntary. If there are any questions anyone does not wish to answer they may leave them blank. Alternatively, please contact NFER on 01753 637096 or [PISAScotland@nfer.ac.uk](mailto:PISAScotland@nfer.ac.uk) if you would prefer to withdraw from the study.

## 2. Who is this study sponsored and funded by?

The National Foundation for Educational Research (NFER) will carry out the PISA Field Study in Spring 2020 and Main Study in Scotland during 2022 on behalf of the Scottish Government.

For the purpose of data protection legislation, NFER is the data processor and the Scottish Government is the data controller.

## 3. What is the legal basis for processing activities?

The legal basis for processing personal data is covered by:

- GDPR Article 6 (1) (e)

***Public task:** the processing is necessary for you to perform a task in the public interest or for official functions, and the task or function has a clear basis in law.*

## 4. How will personal data be obtained?

In both sections of the study, data will be obtained directly from pupils through pupil assessments and questionnaire surveys. Some data will be provided directly from schools.

NFER will also collect personal information (name and contact details) from some identified staff in order to facilitate the administration of the study. This data will be collected directly from schools.

## 5. What personal data is being collected by this study?

### Pupils

The approved contractors for this study (NFER) will collect the following personal information about participating 15-year-old pupils from participating schools in order to administer both the Field Trial and the Main Study:

- Name
- Date of Birth
- Gender
- A broad indication of identified additional needs or limited experience of English language (to ascertain whether they may be excused from participation).

The study collects assessment data on pupils' skills in reading, maths and science. It also includes a questionnaire covering pupils' attitudes to school and learning, and some background characteristics. These may include questions about the pupil's home, parent's education, reading habits, satisfaction with life, feelings and emotions, creative thinking, languages spoken, learned cultural awareness and the school experience. All questions are optional.

### Teachers

In addition to the pupil data, NFER will also collect personal information from identified staff in order to facilitate the administration of the study. This information will be collected for the Headteacher, nominated ICT contact and nominated staff contact:

### Public

- Name
- Job
- Email
- Direct telephone number

**No individual pupil, teacher or school will be identified or identifiable in any reporting.**

## **Parents**

No parental data is collected as part of this study, only pupil data as outlined above.

## **6. Who will the personal data be shared with?**

For the Field Trial, only the list of sampled schools is shared with Scottish Government. No pupil or assessment data is shared.

For the Main Study, assessment and questionnaire data is shared with the international consortium contractors<sup>1</sup> for its production of aggregated statistics. However this will be an anonymised dataset and any information that could identify individual children, teachers or schools will be removed before transfer. The Scottish Government will be provided with a file of participating pupil candidate numbers and their PISA ID. This will enable them to match this to the anonymised data set in order to enable their analysis.

If you have any questions about how the Scottish Government will use your information, please refer to the link [here](#).

We may share staff data with the Scottish Government in order that they can also contact nominated staff for the purposes of administering PISA 2021.

## **7. Is personal data being transferred outside of the European Economic Area (EEA)?**

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

## **8. How long will personal data be retained?**

Personal data is securely deleted by NFER 12 months after submission to the international consortium. This allows for any anomalies or queries to be resolved. This will be July 2022 for the Field Trial and February 2024 for the Main Study.

## **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. If at any time you wish us to withdraw your data or correct errors in it, please contact [PISAScotland@nfer.ac.uk](mailto:PISAScotland@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 a data controller. To exercise these rights, please contact our [Compliance Officer](#).

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<sup>1</sup> OECD contractors currently involved in data handling are ETS ( <https://www.ets.org/>) and Westat (<https://www.westat.com/>).

## 10. Who can I contact about this study?

NFER is responsible for the day-to-day management of this study in Scotland. Please contact [PISAScotland@nfer.ac.uk](mailto:PISAScotland@nfer.ac.uk) with any queries.

If you have a concern about the way this study processes personal data, we request that you raise your concern with us or the Scottish Government in the first instance. You can contact their Data Protection Officer.

The Data Protection Officer for this data is the Data Protection & Information Assets team, [dpa@gov.scot](mailto:dpa@gov.scot). If you have any concerns around this data collection please contact the DPIAT team, or Mick Wilson, Head of Education Analytical Services ([Mick.Wilson@gov.scot](mailto:Mick.Wilson@gov.scot)). or by writing to us at: Education Analytical Services, Area 2A-North, Victoria Quay, Leith, Edinburgh, EH6 6QQ.

Alternatively, you can contact the Information Commissioner's Office, the body responsible for enforcing data protection legislation in the UK, at <https://ico.org.uk/concerns/>.