
Privacy notice for school staff taking part in performance research for NFER assessments

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

The National Foundation for Educational Research (NFER) is undertaking a project to evaluate the performance of NFER tests. This privacy notice relates to the NFER's collection of personal data from individuals who are taking part in an optional performance research trial.

NFER will use this data to:

- obtain data on the functioning of the test
- understand different approaches to producing standardised and age-standardised scores
- investigate comparability of NFER assessment products

These trials also process pupil data, information about that processing is available [here](#).

NFER is the data controller for the personal data processed as part of the development of its assessments.

2 What is the legal basis for processing activities?

The legal basis for processing the 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 pupils is an important part of providing robust assessment to use in delivering effective teaching and learning. 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.

3 How will personal and special data be obtained?

Upon agreement that your school will participate in the trial, your personal data will be requested by NFER’s trials team in order to communicate with you as we prepare for your test trial. This data will be requested either through NFER’s secure online school portal or via direct communication from our team. This data will be available to NFER for use in the trials and subject to the details set out in this privacy notice.

Online surveys will be used to collect feedback. These can be submitted anonymously; users can submit their name and contact details if they wish.

4 What data is being collected by this project?

We will be collecting personal data from the school staff members that we will be in contact with to make testing arrangements, this may include head teachers, office staff, teachers and teaching assistants. Categories of personal data that we will be using are:

- Forename
- Surname
- Email address
- Job title/employment information

5 Who will personal data be shared with?

The participant information we collect from staff will be treated in confidence and will only be used within NFER for this standardisation research activity. We will not use any personal or identifiable data in any published reports based on this research.

Surveys will be conducted using Questback. Data is stored on their servers in the EEA.

Further information:

https://www.questback.com/assets/uploads/Survey_Privacy_Policy.pdf

6 Is personal data being transferred outside of the UK?

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

When we use Questback to administer online surveys, data is stored in the EU – further information <https://www.questback.com/trust-center/privacy-policy/>

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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.

This project is due to end in January 2026 at which point data held on school staff will be deleted.

8 Your rights

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

You have the right:

- to request access to information that we hold about you (subject access request)
- 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 (for example, permitting its storage but no further processing)
- to object to our processing
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you

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 project team at NOATrials@nfer.ac.uk with any queries.

If you have any 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 the [ICO website](#).

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.