
Privacy notice for research investigating education and employment trajectories into the tech workforce: employer focus groups and interviews

1 Why are we collecting this data?

The National Foundation for Educational Research (NFER), supported by Acumen, is undertaking research to investigate education and employment trajectories into the tech workforce. The research is being funded by the Hg Foundation. The research is taking place between June 2024 and December 2025. The research includes focus group discussions and interviews with employers, an employer survey and analysis of secondary data. This privacy notice relates to the focus group discussions and interviews. Further information about the research can be found in the project information sheet [here](#).

Four focus groups and a small number of interviews will be undertaken with individuals representing a range of employers who recruit for tech jobs. This includes tech employers and employers in other sectors which have tech departments/roles. The key aim of the focus groups and interviews will be to understand the tech jobs that employers recruit for, the skills and qualifications required, and trends over time.

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. Acumen is the data processor and will follow NFER's instruction about how data should be handled.

2 What is the legal basis for processing activities?

The legal basis for processing personal data is:

- **Article 6 (a) Consent: the individual has given clear, opt-in consent for you to process their personal data** for a specific purpose.

Once given you can withdraw consent at any time by contacting NFER (details below) or Acumen.

3 How will personal data be obtained?

Acumen, on behalf of NFER, will contact staff responsible for recruitment in a range of organisations to engage them in the focus groups. Once they have agreed to participate in the research, Acumen will pass on the contact details of these individuals to NFER. Hg Foundation will also contact a small number of employers to take part in the focus groups

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and interviews, drawing on their partnerships and contacts. Once these employers have agreed to take part in the research, Hg Foundation will pass on their contact details to NFER. NFER will then facilitate a set of four focus groups and undertake a small number of individual interviews (up to three) between January and March 2025.

Participation in the focus groups and interviews is entirely voluntary. Participants will be fully briefed on the purposes of the research and how the information they provide will be used before consenting to take part. Contact details will only be used for the purposes of the research.

4 What personal data is being collected by this project?

The personal data collected in this project will include:

- Name
- Contact details
- Role
- Employer name
- Sector of employer
- Size of employer
- Location of employer.

In facilitating the focus groups and interview, NFER will also process participating individuals' views and opinions on recruitment for tech jobs.

5 Who will personal data be shared with?

Data needed to set up the focus groups will be shared between Acumen and NFER and Hg Foundation and NFER. This will not include the data NFER collects during the focus groups.

NFER will produce a publishable report for Hg Foundation. Data collected during the study will be anonymised and no individual or organisation will be identifiable in this report, unless permission has explicitly been given by the data subject.

Microsoft Teams (a video conferencing and online meeting application) will be used to conduct the focus groups. Microsoft Team's privacy information can be found [here](#).

6 Is personal data being transferred to a third country?

NFER will not transfer any data outside of the UK.

When we, or our permitted third parties, transfer your information outside the UK we or they will impose contractual obligations on the recipients of that data to protect your information to the standard required in the EEA.

7 How long will personal data be retained?

NFER and Acumen will delete any personal data within six months of publication of the final report, which is scheduled for September 2025. At the latest, all personal data will be deleted by March 2026.

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 Suzanne Straw at NFER on 01904 567196 or at s.straw@nfer.ac.uk

If you have concerns about the way this project processes personal data, please raise your concern by contacting our 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 <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.