

Evaluation of Speakers for Schools IntoTech programme

Privacy Notice for School Staff

1 Why are we collecting this data?

Speakers for Schools (SfS) have commissioned the National Foundation for Educational Research (NFER), in partnership with ImpactEd Evaluation, to evaluate the IntoTech programme.

The IntoTech programme is jointly funded by SfS and The Hg Foundation and aims to address the UK's persistent diversity gap in the technology (tech) industry by providing inspirational talks, employer-led insight days and work experience in the tech sector to school pupils to inspire them to consider a career in tech. In the first pilot year of the programme, IntoTech will involve pupils in 20 state secondary schools and will particularly encourage girls and young people from under-represented backgrounds to participate.

The pilot year of the IntoTech programme will be evaluated to inform the future development and funding of the programme for the benefit of a larger number of schools. The pilot will take place between January 2025 and July 2025. The evaluation will involve collecting data about teachers and schools and this privacy notice provides information about why we are collecting this data and how we will collect, use, keep and share the information. This privacy notice is part of our commitment to making sure that we process your personal data fairly and in compliance with the UK GDPR. SfS have a separate privacy notice regarding data they collect in order to provide the IntoTech Programme, available here:

<https://www.speakersforschools.org/privacy-centre/>.

SfS is the data controller and will make decisions about how and what personal data is used for the evaluation. NFER are a data processor and will process data to deliver the evaluation, along with ImpactEd Evaluation who are a data sub-processor. The Hg Foundation will not have any access to your personal data, but will receive reports and updates about the programme.

2 What is the legal basis for processing activities?

The legal basis for processing personal data is covered by:

- Article 6 (f) Legitimate interests: the processing is necessary for the legitimate interests of Speakers for Schools, 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.

3 How will personal data be obtained?

SfS will collect personal data directly from staff in participating schools as part of the delivery of IntoTech activities. They will share this with NFER who will also collect further data directly from participating teachers. NFER's additional data gathering exercises will consist of:

- telephone/virtual interviews with teachers in 10 schools who are leading/supporting IntoTech activities
- face-to-face case study visits in three schools to interview a senior leader and key teachers involved, alongside facilitating pupil focus groups.

Participation in these evaluation activities is entirely voluntary.

4 What personal data is being collected by this project?

Personal data on staff in schools which will be collected by this project is:

- The names of the school Principal/Headteacher, key contact for the programme and any key teachers involved, and other contact details including name of college/school, address, email addresses, telephone numbers and job roles/titles
- Staff perceptions of the implementation and outcomes of the IntoTech programme.

5 Who will personal data be shared with?

For the purposes of the evaluation, SfS will share with NFER and ImpactEd Evaluation the data that it has collected on key staff in schools who are supporting the delivery of the intervention. Any personal data shared between SfS and NFER and ImpactEd Evaluation will be via secure online data portal. Data will not be shared with any other parties and will not be used for any other purposes. NFER and ImpactEd Evaluation will store all personal data on their respective secure servers/cloud-based storage.

ImpactEd Evaluation make use of expert third party service providers to help provide and maintain digital tools. ImpactEd Evaluation have contractual agreements in place with third party service providers and ensure that they are compliant with data protection laws. There are no international transfers of this data. Further information about ImpactEd's data protection processes can be found here: <https://www.evaluation.impactgroup.uk/data-protection>

NFER will produce a publishable report for SfS, incorporating ImpactEd Evaluation's analysis of anonymised MI. No individual or school will be identifiable in the report, unless permission has explicitly been given by the data subject. All of the findings from the evaluation will only be shared in anonymised form.

Microsoft Teams or Zoom may be used for virtual interviews. Privacy notices for both online communication tools are available below:

Microsoft Teams – <https://docs.microsoft.com/en-us/microsoftteams/teams-privacy>



Zoom - <https://explore.zoom.us/en/privacy/>

6 Is personal data being transferred outside of the UK?

NFER only stores personal data in the UK. ImpactEd only process and store data within the UK or European Economic Area or under equivalent adequacy arrangements approved by the European Commission.

When we use Zoom, data may be processed outside of the UK. Any such transfer is safeguarded by appropriate safeguards, for example, an adequacy decision or contractual controls to ensure personal data is protected to the standard required in the UK. Please contact us for further details.

7 How long will personal data be retained?

NFER and ImpactEd Evaluation will delete any personal data within one year of publication of the final evaluation report, which is scheduled for end of August 2025. At the latest, all personal data will be deleted by the end of August 2026.

8 Can I stop my personal data being used?

SfS, NFER and ImpactEd Evaluation handle personal data in accordance with the rights given to individuals 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.

SfS 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.

To exercise any of these rights, please contact your designated Education Relationship Manager at education@speakersforschools.org. If a rights request is received by NFER this will be shared with Speakers for Schools for their response.

Although we value your participation in this evaluation and its contribution to important findings, you can withdraw from the evaluation activities at any time. If you withdraw, unless



otherwise instructed, we will use any data we have collected up to that point in our analysis. Note that withdrawing will not impact on your school's participation in the IntoTech programme. If at any time you wish to withdraw from the evaluation activities, or withdraw your data or correct errors in it, please contact: speakersforschool@nfer.ac.uk.

9 Who can I contact about this project?

NFER is responsible for the day-to-day management of the evaluation. Please contact the evaluation team at: speakersforschools@nfer.ac.uk.

For details about the implementation of the programme, please contact SfS at: education@speakersforschools.org.

If you have a concern about the way this project processes personal data, we request that you raise your concern with us in the first instance (see details above). 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/>.

Further information on this project, including information sheets and privacy notices can be found here: <https://www.speakersforschools.org/privacy-centre/>

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.