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## Privacy Notice for Teacher Voice 2025 – Panel members

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### 1 Why are we collecting this data?

NFER, as data controller, are collecting data to capture the views of a representative sample of teachers and senior leaders on topical educational issues. Our Teacher Voice survey enables professional organisations to access up to the minute views from current teachers on topical issues. We may also share details of other relevant research projects that panel members may be interested in.

To thank panels members for their participation and to encourage their continued engagement with Teacher Voice surveys, we will provide members of the panel with free additional resources and invitations to webinars to share the findings of NFER’s independent research. We will track engagement with emails containing these free, additional resources by monitoring email open rates and clicks on links to the NFER website to help us make sure that the resources and invitations are relevant and useful. Panel members can opt out of these additional communications at any time.

### 2 What is the legal basis for processing activities?

The legal basis for processing personal data is covered by:

GDPR Article 6 (1) (f) which states that the processing is necessary for legitimate interests.

We have carried out a legitimate interest assessment, which demonstrates that the survey fulfils two of NFER’s core business purposes (undertaking research, evaluation and information activities and developing products and services to improve learning outcomes). It has broader societal benefits as findings will contribute to improving the lives of learners by providing evidence to influence policy. The survey cannot be done without processing personal data, but processing does not override the data subject’s interests.

### 3 How will personal data be obtained?

NFER will collect personal data by selecting a representative sample of teachers and inviting them to join the panel. Panel members may also sign up directly by submitting their details through the NFER website / Questback. Data is also collected via online surveys, which are usually held three times a year.

## 4 What personal data is being collected by this project?

We will use your name and email address to administer the survey. If you have not already provided a school email address, we will ask you to provide it to confirm you meet our criteria. In this instance, it will only be used for verification and will not be used for correspondence or kept. To maintain a representative sample and help us understand the composition of the panel we will collect a range of background information including your school's name, your role, gender, age, year group and subject taught, degree subject and number of years you have been teaching. During each survey, we will also ask for individual teachers' views on a range of topics.

Individuals can ask for their details to be updated or they can withdraw from the panel at any time by emailing the Teacher Voice team at [teachervoice@nfer.ac.uk](mailto:teachervoice@nfer.ac.uk). There is also opportunity on each survey for teachers to update their details. All data is held securely.

## 5 Who will personal data be shared with?

Our reports to clients include your responses to their questions, including demographic information i.e. gender, region, phase of school (primary or secondary) and role and tabulated frequencies by phase and seniority and a sample composition report. The information provided in the responses, tabulated frequencies and report has been de-identified. No identifying personal data or names of schools are shared outside NFER. We will not pass your personal details onto any third parties.

NFER uses a secure online survey tool, Questback, to administer the survey. Questback stores data in the European Union.

To enable us to send research summaries and event invitations, we use the Education Company's SPIRIT CRM (database) and DotDigital (email software). SPIRIT and DotDigital store data in the European Union. Please contact [teachervoice@nfer.ac.uk](mailto:teachervoice@nfer.ac.uk) for further details.

## 6 How long will personal data be retained?

We will retain teachers' contact details and background characteristics for as long as they remain on the panel. Data will be removed when teachers actively withdraw from the panel or where teachers do not participate for up to four years in a Teacher Voice survey and/or other research projects utilising the panel. However, responses to surveys will be kept indefinitely and shared as described in section 5.

If you have agreed to receive additional free materials, we will continue to send them unless you tell us otherwise, we stop offering the free materials or you are no longer a member of the Teacher Voice Panel as detailed above.

## 7 Can I stop my personal data being used?

NFER handles 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 have the right to submit a complaint to the ICO if NFER cannot satisfy a request to delete or remove personal data
- 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.

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.

To exercise any of these rights, please contact our Compliance Officer ([compliance@nfer.ac.uk](mailto:compliance@nfer.ac.uk)).

If at any time you wish us to withdraw your data or correct errors in it, please contact [teachervoice@nfer.ac.uk](mailto:teachervoice@nfer.ac.uk).

## 8 Who can I contact about this project?

Any queries please contact [teachervoice@nfer.ac.uk](mailto:teachervoice@nfer.ac.uk).

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 [compliance@nfer.ac.uk](mailto: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/>.

## 9 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.

In October 2024, the privacy notice was updated to cover sharing free additional resources and invitations to webinars to better engage participants.