

Privacy Notice for the Technology in Schools Survey (TiSS)

Who we are

The Department for Education (DfE): The Department for Education is responsible for children's services and education, including early years, schools, higher and further education policy, apprenticeships and wider skills in England.

IFF Research: IFF Research is an independent social and market research agency, working across the public, private and voluntary sectors. For more information about IFF Research and its surveys, follow this link: <http://www.iffresearch.com/iff-research-gdpr-policy/>

How we will use your information

The survey is hosted and disseminated on behalf of the Department by IFF Research. IFF Research will receive your personal data from your survey responses, which they will anonymise before sharing with DfE.

We will also receive some data from Get Information About Schools (GIAS). This is the Department for Education's register and is used by the department and key partners to contact establishments, update systems, perform analysis and inform policy decisions.

The aim for this project is to understand how schools are using technology and provide a nationally representative estimate of technology use and digital maturity in English primary and secondary schools.

DfE will receive an anonymised dataset of survey responses from IFF Research. To ensure that survey responses can be fully understood and explored taking on board school and pupil characteristics, your survey responses will be linked to information about your school which the DfE already holds, or which it is lawfully permitted access such as the School Workforce Census. Such data might include for example number of teachers and pupils in a school. Despite this, your survey responses will remain confidential at all times, with data linking completed by IFF via an anonymous identifier. Furthermore, analysis will not be broken down by individual Heads, teachers, IT leads or schools, so neither individuals nor schools will be identifiable from the analysis and reporting.

Your survey responses will be kept entirely confidential, in line with the Code of Conduct of the Market Research Society and General Data Protection Regulation (GDPR): linked information will be anonymised before sending to DfE and will be used for the sole purposes of education research. DfE and any organisation granted access to the data will hold it securely and not publish, share, or otherwise disclose information which identifies or makes it possible to identify any individual or school participating in the survey.

The nature of your personal data we will be using

The categories of your personal data that we will be using for this project are:

- your full name,
- gender,
- age,
- contact information (email address and telephone number),
- school name.

Why our use of your personal data is lawful

In order for our use of your personal data to be lawful, we need to meet one (or more) conditions in the data protection legislation. For the purpose of this project, the relevant conditions are:

- Article 6 (1)(e) GDPR, to perform a public task as part of our function as a department.
- Article 9 (2)(g) under the substantial public interest condition.

Who we will make your personal data available to

DfE sometimes need to make personal data available to other organisations. These might include contracted partners (who we have employed to process your personal data on our behalf) and/or other organisations (with whom we need to share your personal data for specific purposes).

For the purposes of this project DfE's contracted partners IFF Research have been employed to process your personal data on our behalf.

All survey data that you provide to IFF Research during your participation in the research will undergo a process of pseudonymisation.

The UK GDPR defines pseudonymisation as the processing of personal data in such a manner that the personal data can no longer be attributed to a specific data subject without the use of additional information, provided that such additional information is kept separately and is subject to technical and organisational measures to ensure that the personal data are not attributed to an identified or identifiable natural person. Effectively, this means that the data you provide in the survey that will be used for analysis will have your name and contact details removed as soon as possible.

When sharing data with the DfE and in published reports, IFF Research will ensure that, through the process of pseudonymisation, no personal identifiable data will be shared.

How long we will keep your personal data

DfE will keep an anonymised version of your personal data for future analysis, as per the GDPR exemption on retaining personal data used for scientific, or historical research purposes in accordance with Article 89 (1).

Personal data will only be retained by IFF Research for as long as needed for the purpose(s) of this research, after which point it will be securely destroyed. This will be 6 months after the end of the survey fieldwork (September 2023).

Your data protection rights

Participation in this research is voluntary. By taking part in the survey you will be consenting to your anonymised responses to be linked with data DfE already holds, or which it is lawfully permitted access, as set out in the 'How we will use your information' section above.

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact IFF Research at edtech@iffresearch.com if you wish to make a request.

Further information about your data protection rights appears on the Information Commissioner's website at: [Your data matters | ICO](#)

You have the right to raise any concerns with the Information Commissioner's Office (ICO) via their website at <https://ico.org.uk/concerns/>.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to IFF Research at edtech@iffresearch.com

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

IFF Research contact information

If you have any questions about how your personal information will be used, please contact IFF via this email address: edtech@iffresearch.com.

DfE contact information

More information about how the DfE handles personal information is published here: <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter>

Under the Data Protection Act 2018, you are entitled to ask if we hold information relating to you and ask for a copy, by making a 'subject access request'.

For further information and how to request your data, please use the '[contact form](#)' in the Personal Information Charter at <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter>

under the 'How to find out what personal information we hold about you' section.

If you have any questions for the DfE about how your personal information will be used, please contact us at <https://www.gov.uk/contact-dfe> and enter **Technology in Schools Survey** as a reference. For the Data Protection Officer (DPO) please contact us via [gov.uk](https://www.gov.uk) and mark it for the attention of the 'DPO'.

Last updated

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. This version was last updated on 10 January 2023.