

Privacy Notice

Linking education records held by the Department for Education (DfE) and the Department for Business, Innovation and Skills (BIS) to survey data held by the Economic and Social Research Council.

The DfE hold education details for those born since 1984 who attended school in England and those born since 2008 attending pre-school in England. For the purposes of the Data Protection Act, the DfE is the data controller.

BIS hold further education records from publicly funded colleges, training organisations, local authorities and employers (FE providers). For the purposes of the Data Protection Act, BIS is the data controller.

The DfE/BIS will identify your/your child's education records and establish this link between these and your/your child's Understanding Society survey responses. During this process the DfE/BIS will be responsible for ensuring that the personal information used to link your answers to your education records (your name, address, sex, date of birth and school name, as applicable) handled during this process is handled fairly and in compliance with the Data Protection Act. Once a link has been established, the DfE/BIS will delete your/your child's personal details. They will not keep a copy of these personal details.

How the information passed to DfE/BIS will be used

If you provide permission for your/your child's education records to be linked to your/your child's survey answers, the Institute for Social and Economic Research (ISER) at the University of Essex, acting for the Economic and Social Research Council (ESRC), will pass your/your child's personal details (such as full name, gender, date of birth, and full address) to the DfE/BIS. These are the minimum details necessary for the DfE/BIS to be able to identify the correct record on the National Pupil Database (NPD) and/or the Early Years Census (EYC) and/or Individualised Learner Record (ILR) so that this information can be linked to the Understanding Society survey information.

Your/your child's personal details (name, address, sex, date of birth and school name) will not be used for any other purpose and the DfE/BIS will delete all personal details passed to them as soon as they have linked the answers with the education records.

The education information from the NPD and/or EYC and/or ILR which is linked to the Understanding Society survey information will only be used for research and statistical purposes. All personal data will be treated in accordance with the Data Protection Act.

How the information will be stored

All information will be securely stored and transferred via secure transfer systems.

Withdrawing consent to link in education data

You may withdraw permission for your/your child's education data to be linked at any time, in which case no further links between your answers and their education records would be made. However, the education records that had already been linked in up to that date will be kept and used for research and statistical purposes only. If you wish to withdraw your permission, please contact the study at: FREEPOST RRXX-KEKJ-JGKS, Understanding Society, University of Essex, Wivenhoe Park, Colchester, CO4 3SQ.

Please ensure that in your notification you tell us if you are withdrawing consent for you or your child/ren and to state your or their name.

Further information

If you would like to know more about the process of data linking or what will be done with the linked data, please see the Understanding Society website: www.understandingsociety.ac.uk/participants. If you have any concerns about how your personal data is being stored, handled or used as part of this survey, please contact the study on Freephone 0800 252853 in the first instance.