



Linking survey data to education records held by the Department for Education - Privacy Notice

Linking education records held by the Department for Education to survey data held by the Economic and Social Research Council

The Department for Education (DfE) hold education details for those born since 1984 who attended school in England. For the purposes of the Data Protection Act, the DfE is the data controller who 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 will be responsible for ensuring that the personal information handled during this process is handled fairly and in compliance with the Data Protection Act. Once a link has been established, the DfE will destroy your/your child's personal details.

How the information passed to DfE 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 (full name, gender, date of birth, and full address) to the DfE. These are the minimum details necessary for the DfE to be able to identify the correct record on the National Pupil Database (NPD) so that this information can be linked to the Understanding Society survey information. Your/your child's personal details will not be used for any other purpose and the DfE will delete any personal details passed to them.

The education information from the NPD 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 disclosed at any time, in which case no further disclosure would take place. 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 you quote your reference number in your notification and be sure to tell us if you are withdrawing consent for you or your child/ren.

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.org.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.

Alternatively you can contact the Information Commissioner's Office at:

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Tel: 0303 123 1113 | Fax: 01625 524510 | Website: www.ico.gov.uk