

Pilot evaluation of Early Years Toolbox: Privacy Notice

Why are we collecting this data?

The National Institute of Economic and Social Research (NIESR), in partnership with the Institute for Employment Studies (IES), are collecting personal data to enable the pilot evaluation of the Early Years Toolbox. The Toolbox is an app designed to measure young children's emerging cognitive, self-regulatory, language and social development. The aim of the programme, delivered by Action for Children together with Professor Edward Melhuish of the University of Oxford, is that by providing staff in early years settings with information about children's emerging abilities, practitioners will be better placed to ensure children's experiences in the settings are tailored to their individual development needs.

The key aims of the pilot evaluation are to explore whether the programme shows evidence of promise, whether it is feasible for early years settings to deliver as part of routine practice, and whether such a programme could be implemented on a wider scale.

Who is this research project sponsored and funded by?

NIESR and IES are undertaking the independent evaluation of the pilot, funded by the Education Endowment Foundation (EEF). NIESR and IES are joint data controllers for this evaluation, alongside Action for Children and the University of Oxford, who will be delivering the programme in early years settings.

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 'processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party except where such interest are overridden by the interests or fundamental rights and freedoms of the data subject which require protection of the personal data'.

Our legitimate interest for processing the personal data collected in this study is to conduct the evaluation.

How will personal data be obtained?

Personal data will be collected in two ways: from information provided directly by participating early years settings, and through the Toolbox app.

What personal data is being collected by this project?

Personal data for the evaluation will include data about practitioners and children from participating early years settings as described below:

Action for Children will collect data (name, job title and contact details) about nominated staff at the participating settings, and share this with the evaluation team (NIESR and IES). These data will enable the evaluation team to liaise with staff at the settings about the evaluation and to facilitate two online surveys of participating practitioners.

Children's scores on the games they play as part of the Toolbox app, along with personal data about children (gender and date of birth) will be collected through the Toolbox app; the delivery team (Oxford and Action for Children) will share this data with the evaluation team.

These data will enable the evaluation team to undertake the research and analysis required for the pilot evaluation.

Who will the personal data be shared with?

Personal data will be shared with the evaluation team (NIESR and IES) and the delivery team (Action for Children and the University of Oxford).

Data collected through the Toolbox app will be shared with the evaluation team using an encrypted USB drive. All other data will be transferred via the IES' OwnCloud platform. Only authorised users can access the Own Cloud system through an assigned user name and password.

Is personal data being transferred outside of the European Economic Area (EEA)?

No - the data collected through the Toolbox app will be in transit between the UK where it is collected by practitioners using the apps and NIESR for data analysis via an Amazon server in the U.S.A which is owned by the University of Wollongong (Australia) but the data will not be accessed or manipulated outside of the EEA. The delivery team at Action for Children are able to access the data on this server; these data will then be shared with the evaluation team using an encrypted USB drive exchanged in person at the Action for Children London office.

How long will personal data be retained?

NIESR and IES will delete any personal data six months following the completion of the project.

Can I stop my personal data being used?

The evaluation team handles your personal data in accordance with the rights given to individuals under data protection legislation. If at any time you wish us to withdraw your data or correct errors in it, please contact Lucy Stokes (l.stokes@niesr.ac.uk)

In certain circumstances, data subjects have the right to restrict or object to processing, please contact NIESR's Data Protection Officer. They also have the right to see information held about them. The evaluation team will cooperate fully when a subject access request (SAR) is made.

Who can I contact about this project?

Please contact Lucy Stokes (l.stokes@niesr.ac.uk) for any queries relating to this project.

In certain circumstances, data subjects have the right to restrict or to object to data processing. Please contact NIESR's Data Protection Officer in these circumstances. Individuals also have the right to see information held about them. You can make a subject access request by contacting NIESR. 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 the details above). Alternatively, 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/>.

This privacy notice was last updated on 10th April 2019.