



Evaluation of Tutor Trust Targeted Tutoring Pilot for Post-16 Maths and English GCSE Resit Learners

Privacy Notice for College/School Staff

1 Why are we collecting this data?

The Education Endowment Foundation (EEF) has commissioned the National Foundation for Educational Research (NFER) to undertake an evaluation of Tutor Trust's Targeted Tutoring Pilot which provides 15 hours of one-to-one tutoring for post-16 students who are retaking their maths or English GCSE. The pilot involves 20 colleges/schools in Yorkshire and the North West, with each college/school asked to recruit 12 students who will be tutored during the 2024-25 academic year.

The evaluation will explore the effectiveness and outcomes of the tutoring with the aim of informing the future development of post-16 targeted tutoring. The evaluation will take place between January 2024 and March 2026.

NFER is the data controller for the evaluation and will make decisions about how and what personal data is used for the evaluation. Personal data will also be processed to deliver the tutoring. Tutor Trust are responsible for making decisions about how that data is processed and they are the data controller for programme implementation. Their privacy notice is available [here](#).

This is the privacy notice for staff involved in the Tutor Trust Targeted Tutoring Pilot. There is a separate privacy notice for participating students. All privacy notices and information sheets for this evaluation are available on the project web page [here](#).

2 What is the legal basis for processing activities?

The legal basis for processing personal data is covered by:

- Article 6 (f) Legitimate interests: the processing is necessary for your legitimate interests or the legitimate interests of a third party, unless there is a good reason to protect the individual's personal data which overrides those legitimate interests.

A legitimate interest assessment has been undertaken. It demonstrates that it is within NFER's interests in undertaking this evaluation to collect and analyse data on the effectiveness of implementation and outcomes. The evaluation fulfils one of NFER's core business purposes (undertaking research, evaluation, and information activities). It has broader societal benefits and will contribute to improving the lives of learners by providing evidence about the impact of post-16 tutoring in maths and English. The research cannot be done without processing personal data, but processing does not override the data subject's interests.

3 How will personal data be obtained?

Personal data will be collected directly from staff in participating colleges/schools. Some will be collected by the Tutor Trust as part of the delivery of tutoring and some by NFER. The following list includes data collected by the pilot deliverer (Tutor Trust) and the evaluator (NFER) on college/school staff involved in the intervention. The Tutor Trust's privacy notice includes further details on their data collection as part of delivery which can be found [here](#).

- Tutor Trust will collect details of the Principal/Headteacher and a key contact for the pilot (a designated Partnership Lead in each college/school) via the Memorandum of Understanding (MoU) when colleges/schools sign up to participate in the project.
- NFER will collect data from colleges/school staff via interviews (which will be audio recorded with the participant's agreement):
 - 10 college/school case studies (five face-to-face and five virtual using video conferencing tools) which will include: an interview with the college/school Tutor Trust Partnership Lead; and an interview with the Head of Literacy/Maths
 - 10 interviews with Partnership Leads in the remaining 10 colleges/schools.

Participation in all evaluation activities is entirely voluntary.

4 What personal data is being collected by this project?

Personal data on staff in colleges/schools which will be collected by this project is described below.

- The names of the college/school Partnership Lead, Principal/Headteacher and Head of Literacy and Maths and other contact details including name of college/school, address, email address, telephone number and job role/title
- Staff perceptions of the implementation and outcomes of the tutoring pilot.

5 Who will personal data be shared with?

For the purposes of the evaluation, Tutor Trust will share with NFER the data that it has collected on staff in colleges/schools who are supporting the delivery of the intervention. Any personal data shared between Tutor Trust and NFER will be via secure data portal. This will include the names and roles of contacts in colleges/schools. Data will not be shared with any other parties.

NFER will produce a publishable report for EEF. No individual or college/school will be identifiable in NFER's report, unless permission has explicitly been given by the data subject. All of the findings from the evaluation will only be shared in anonymised form.

College/school staff data will not be shared with EEF or archived.

Microsoft Teams or Zoom may be used for virtual interviews. Privacy notices for both online communication tools are available below:

Microsoft Teams – <https://docs.microsoft.com/en-us/microsoftteams/teams-privacy>

Zoom - <https://explore.zoom.us/en/privacy/>

6 Is personal data being transferred outside of the UK?

NFER only stores personal data in the UK.

When we use Zoom data may be stored outside of the UK. Any such transfer is safeguarded by appropriate safeguard, for example, and adequacy decision or contractual obligation to protect your information to the standard required in the UK. Please contact us for further details.

7 How long will personal data be retained?

The NFER will delete any personal data within one year of publication of the final report, which is scheduled for March 2026. At the latest, all personal data will be deleted by March 2027.

8 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 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 the NFER's Compliance Officer at compliance@nfer.ac.uk

Although we value your participation in this evaluation and its contribution to important findings, you can withdraw from the evaluation activities at any time. If you withdraw, unless otherwise instructed, we will use any data we have collected up to that point in our analysis.

Note that withdrawing will not impact on your college's/school's participation in the tutoring programme. If at any time you wish to withdraw from the evaluation activities, or withdraw your data or correct errors in it, please contact: tutortrustevaluation@nfer.ac.uk.

9 Who can I contact about this project?

NFER is responsible for the day-to-day management of the evaluation. Please contact the evaluation team at: tutortrustevaluation@nfer.ac.uk.

For details about the implementation of the pilot, please contact the Tutor Trust project manager Mark Wyss at: mark.wyss@thetutortrust.org

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 details above). 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/>.

Further information on this project, including information sheets and privacy notices can be found [here](#).

10 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.