

Privacy Notice for Educational Psychology services: Workforce insights and schools' perspectives on impact

Who we are

This work is being carried out by **SEND Research and Evaluation Team** which is a part of the Department for Education (DfE). For the purpose of data protection legislation, the DfE is the data controller for the personal data processed as part of this research.

How we will use your information

We receive your personal data from the sign-up sheet you complete on the University of Warwick's website. The University of Warwick is our appointed contractor.

The aim for this project is to gain a better understanding of the system, practice, and impact of Educational Psychology (EPs) services.

The project will be key in broadening DfE evidence base and informing their approach to EP training and wider services.

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,
- Ethnicity
- gender,
- email address.
- Local Authority Location
- Age
- Job title
- SEND Status
- We will seek your agreement to process your personal data for various aspects of the process.
- School Provision (e.g. mainstream, special)
- Special educations Need Type/Diagnosis (e.g. autism, learning disability)

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 condition is:

- Article 6(1)(e) UK GDPR, to perform a public task as part of our function as a department.

The processing of special category data the lawful basis is

- Article 9 (2)(g) processing is necessary for reasons of substantial public interest.

Who we will make your personal data available to

We 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). Where we need to share your personal data with others, we ensure that this data sharing complies with data protection legislation. For the purpose of this project:

- Institute for Employment Research, University of Warwick, Coventry, CV47AL
- Ecorys UK, Albert House Quay Place, 92-93 Edward Street, Birmingham, B1 2RA

How long we will keep your personal data

The Department for Education will keep your personal data as part of **Educational Psychology Services project** for two years. This will allow the us to contact you with future research opportunities. If you have not agreed to be contacted for future research opportunities, we will delete your data twelve months after our initial research is completed.

Future research opportunities, we will ask you for your permission for DfE to contact you regarding future research opportunities. If you give your permission and later change your mind and no longer wish to take part, please contact SEND.RESEARCH@education.gov.uk

Your data protection rights

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 need to contact us regarding any of the above, please do so via the DfE site at: <https://www.gov.uk/contact-dfe>.

Further information about your data protection rights appears on the Information Commissioner's website at:

[Individual rights | 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/>.

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 **20/04/2022**.

Contact Info:

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

