



Department  
for Education

## Privacy Notice: Our Future longitudinal study

### Who we are

This work is being carried out by the Longitudinal Studies 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 the Our Future longitudinal study.

### What is this Research project about?

This DfE research project aims to:

- follow the lives of a large number of young people through education and beyond to find out about their experiences and their views
- better understand the lives of young people in England, specifically:
  - experiences of school
  - transition to further and higher education, training and employment
  - health matters, such as sleep and well-being
  - wider activities and attitudes

Taking part in the research project is entirely voluntary; you do not have to take part if you prefer not to. However, this research project is very important so that we can better understand the lives of young people in England, so we would really appreciate it if you were involved.

### How we will use your information

We mainly receive your personal data directly from you during the research project, and are processing it in order to better understand the lives of young people in England. More information about this work is available from [www.ourfuturestudy.co.uk](http://www.ourfuturestudy.co.uk) and from [ourfuture.study@education.gov.uk](mailto:ourfuture.study@education.gov.uk).

Anything you tell us is strictly confidential. Information which may identify you (such as your name, address, date of birth) will be kept separate from your survey responses and no-one will be able to identify you from your answers. Your personal data will be kept secure at all times.

If you have given us your explicit consent to link your research data to administrative data, we receive additional personal data from the National Pupil Database, Individualised Learner Records, Higher Education Statistics Authority and Universities and Colleges Admissions Service (UCAS). Again, we process your information in statistical analysis in an anonymous way to better understand the lives of young people in England.

In addition, we received your personal contact data from the National Pupil Database and are processing it in order to keep in touch with you throughout the research

project. Each person recruited to the Our Future longitudinal study is irreplaceable and it is important that we take every reasonable step to help you to stay in touch with the research project.

### **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 survey responses including any information you have shared on:
  - Your ethnicity
  - Your religious beliefs
  - Your health
  - Your sexual orientation
- Your personal contact data.
- Your linked administrative data, such as your attainment and progress in school, your personal characteristics e.g. age and special educational needs, your contact data, your participation in Further and Higher Education.

### **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(s) that we are meeting are:

- Survey responses, personal contact data and linked administrative data
  - The processing is necessary for research purposes and is in the public interest (Article 6 (1)(e) and Article 9(2)(j) of the General Data Protection Regulation).
- Data used for the purpose of linking administrative data
  - You have given consent to the processing for this purpose (Article 6(1)(a) and Article 9 (2)(a) of the General Data Protection Regulation).

### **Who we will make your personal data available to**

We sometimes need to make personal data available to other organisations using strict controls. These organisations 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 that are not commercial and are in the public interest).

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

- we are employing Kantar Public and GfK to process your personal data on our behalf. This means that they will use your personal data to contact you to take part in this study, collect personal data from you as part of this study and analyse your personal data to better understand the lives of young people in England.
- with your consent, we need to share your personal data with government departments and agencies in order for them to link your survey data to administrative data they hold about you. This data sharing is lawful because

data will only be shared if you have given consent to the processing for this purpose.

### **Who we will make anonymised data available to**

Your anonymised information will be made available to external researchers and academics who are conducting research and analysis into the lives of young people in England. They will never be given your personal details and will not be able to identify you from the information they use.

### **How long we will keep your personal data**

We will only keep your personal data for as long as we need it for the purpose(s) of this piece of work, or until you withdraw from the study, after which point it will be securely destroyed. Please note that, under Schedule 2, Part 6, Section 27 of the Data Protection Act 2018, and in compliance with the relevant data processing conditions, we can lawfully keep personal data processed purely for research purposes indefinitely.

### **Your data protection rights**

You have the right:

- to ask us for access to information about you that we hold
- to have your 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 our processing of your personal data (i.e. permitting its storage but no further processing)
- to object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you

However, as the survey information is kept separate from your personal contact details, we will be unable to give you copies of the survey responses you provide to us. This is in accordance with the Data Protection Act 2018 (Schedule 2, Part 6, section 27).

You can, if you wish, have access to the personal contact details which Kantar Public and GfK (our data processors) hold for you. You can get these by contacting them on Freephone: 0800 015 4492 Email: [Ourfuture@kantarpublish.com](mailto:Ourfuture@kantarpublish.com)

If you need to contact DfE 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: <https://ico.org.uk/for-organisations/guide-to-data-protection/principle-6-rights/>.

### **Withdrawal of consent and the right to lodge a complaint**

Participation in this study is voluntary and you have the right to withdraw your consent for your personal participation in the study. Where we are processing your personal data with your consent, you have the right to withdraw that consent. If you

change your mind, or you are unhappy with our use of your personal data, please let us know by contacting [ourfuture.study@education.gov.uk](mailto:ourfuture.study@education.gov.uk).

Alternatively, 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<sup>th</sup> December 2018.