



## Information sharing requirements for the STEM package evaluation

### Summary for providers

All providers involved in the Science, Technology, Engineering and Maths (STEM) teacher supply package must ensure that all applicants are aware of how they (the provider) and the Department for Education (DfE) will process their personal information. Please find below a suitable privacy notice for you to make available to all applicants when they apply for training or support that forms part of the STEM package.

### Introduction

As the STEM package is part-funded by the DfE, we are keen to evaluate the effectiveness of the funding in encouraging people to train, and become employed, as STEM teachers. We wish to analyse aspects such as take-up, completion and employment outcomes of participants as this information will help us to develop and improve the overall programme.

We therefore need you to assist us with this evaluation by sharing information relating to applicants and participants with us, to be used purely for research and evaluation purposes. To achieve this, we plan to:

1. Analyse the information provided by the applicants in their application forms in order to find out the characteristics of those who are applying for internships (and thereby identifying other groups who are not applying).
2. Contact certain applicants to ask them to assist us with our research by taking part in a survey to hear directly from participants in the package and gain their views on it.
3. Link information about interns to other administrative data held by UCAS and on our Newly Qualified Teachers (NQT) database and School Workforce Census (SWC). This will enable us to consider the longer-term benefits of the package on attendees and the education sector in general.

This analysis and research will only be carried out to evaluate the success of the STEM package and teacher training, recruitment and retention more generally. Any reported findings will appear at an aggregated level with no individual applicant or trainee being identified.

## **The Data Protection Act 1998 (DPA)**

Except in certain circumstances, organisations collecting personal data must inform data subject(s) what the personal data being collected is to be used for, who it might be shared with and why. This information is usually made available to individuals prior to their personal data being collected and usually appears in a privacy notice.

For this reason, it is important that you make applicants aware that information they supply to you, as part of their application, will be shared with DfE for these evaluation purposes.

### **Considerations**

You may already be administering applications for teacher training which involves the storing and processing of personal information relating to trainees. This means that you will, most probably, have your own procedures for complying with the DPA and will already have your own privacy notice(s).

However, it is unlikely that your existing privacy notice(s) will make STEM applicants aware that you will be sharing their personal data with us for these purposes.

### **Recommendation**

You will need to make internship applicants aware of the above at the point of application (ideally on their application forms). Please note that it is important that you make this information available to all of those who apply for the STEM package and not just those who are offered a place on your course. This is because we are just as interested in carrying out research with unsuccessful applicants as we are with those who go on to participate in a course.

### **Information for inclusion in your privacy notice for applicants to STEM package teacher training:**

#### ***How will we use your personal information?***

The internship you are applying for is part-funded by the Department for Education (DfE). DfE intends to evaluate the internship and the potential benefits to those who participate in it as well as the wider education sector. To enable them to do this, we will provide the minimum information necessary to them to carry out their evaluation.

DfE (or a contracted organisation working on its behalf) may also:

- Contact you to ask about your experiences of the internship. Please note that, if contacted, you will be under no obligation to take part. If you do, you will not be identified in any results of the evaluation and you can ask not to participate, or change your mind, at any time.
- Link information you provide in your application form with other information about you which DfE already holds or to which it is

lawfully permitted access. This is to identify (for example) what kinds of qualifications applicants to this internship go on to achieve, how many go into teaching, and how long they are employed as teachers, without having to contact you repeatedly to ask you to update your information.

### ***Security and confidentiality***

DfE's use of the information we share with them (or its contracted partner) will have no influence on the outcome of your application or your participation in the training and DfE's findings will not identify you or any other applicants.

Any personal data shared with DfE will be handled securely and only accessed for the purposes of the evaluation of teacher training, recruitment and retention.

You can find more information about DfE at [www.gov.uk/dfe](http://www.gov.uk/dfe).

If you have any questions about how DfE will use your information, please contact [STEM.evaluation@education.gov.uk](mailto:STEM.evaluation@education.gov.uk).