

## **Scottish Government Education Analytical Services**

### **Information we obtain and hold about the views of parents and carers of children and young people educated in Scotland's schools**

#### **Privacy Notice**

##### **Who are you?**

We are the Scottish Government's Education Analytical Services, which is part of the Scottish Government's Learning Directorate.

##### **Are you allowed to ask for this personal data about my views of my child/children's school, learning, etc.?**

Yes, we have legal powers to request data with regards the views of parents and carers of all children and young people being educated in Scotland's schools which schools and local authorities hold for their own purposes.

##### **Why do you need this data about my views?**

We need this information about your views in order to:

- plan and deliver better policies for the benefit of all pupils, or specific groups
- better understand some of the factors which influence pupil attainment and achievement
- share good practice
- target resources better
- enhance the quality of research to improve the lives of people in Scotland
- provide a window on society, the economy and on the work and performance of government by
  - [publishing statistical publications and additional tables about School Education](#)
  - [providing school level information](#)

More information about the Scottish Government's Learning Directorate is available at <https://www.gov.scot/about/how-government-is-run/directorates/learning/>

##### **Where do you get your data about my views from?**

The data of you and your views is initially received by the local authority from conducting their own surveys with yourself.

##### **What happens if I do not finish the survey?**

Your progress is automatically saved after each page when completing the survey. This means that responses provided will be saved and submitted on your behalf, even if the survey was not completed.

### **Do you get all the data schools and local authorities have about me?**

No. Although schools and local authorities require and collect a lot of additional information about you, not all of this information is shared with the Scottish Government. For example, we will not receive any contact details that schools have about you (e.g. telephone numbers, email addresses, etc.). **We also do not collect your name or address.**

### **What data about me is shared with you?**

The information about you that is shared with, and processed by, the Scottish Government will be:

- Your Child's School Name
- Your Views of your Child's School
- Your Views of your Child's School Parent Council
- Your Views of Family Learning
- Your Home Postcode
- Your Gender
- Your Age Group
- Your Ethnic Group

More information about this data collection can be found here:

<https://www.gov.scot/publications/parental-involvement-and-engagement-census/>

### **Who is processing the data about me and my views for this project?**

The source for most of this data is information collected and held by local authorities and grant-aided schools conducting their own surveys.

Access to any data shared by local authorities with the Scottish Government is heavily restricted to only those staff who need access to it, such as staff within the Scottish Government's Information Management, Improvement and Evidence Unit, IT support staff and a small number of Scottish Government analysts.

### **How is the information about me and my views shared with you?**

The transferring of individual level data between local authorities with the Scottish Government uses secure transfer systems.

### **How do you store the data about me and my views?**

The storage of this data about you and your views within Scottish Government, is managed effectively by the Information Management, Improvement and Evidence Unit (within the Scottish Government).

### **Why do you need the data about me and my views, and for what purpose?**

The individual data about you and your views is collected by the Scottish Government's Education Analytical Services for **statistical and research purposes only** for the performance of a task carried out for reasons of public interest.

**Will I be able to be identified from the data?**

No. The Scottish Government will not publish or make publicly available any information that allows you to be identified, nor will data be used by Scottish Government to take any direct actions on you or your child/children as a result of this information.

**Should I have known that data about me and my views was being shared with you?**

Yes. Schools and/or local authorities who originally collected the data from you are required to provide privacy notices to you to explain how your personal data will be collected and used, and who it will be shared with.

**How long will you keep the data about me and my views?**

Data held about you and your views within the Scottish Government is managed effectively by secure systems on secure servers and is exploited as a valuable corporate resource, subject to confidentiality restraints.

The personal data we hold about you and your views will be stored for longer periods as the data will be processed solely for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes and is subject to implementation of the appropriate technical and organisational measures required by the UK GDPR in order to safeguard the rights and freedoms of individuals.

**Will the data about me and my views be legally shared with others, and for what purpose?**

The information collected about you and your views will be used to inform planning and provision of education. This could require the linkage of data to other data sources. For example, researchers or charities may be interested in applying for access to education data to meet their own research needs.

On occasion, we may share data about you and your views when it is lawful and ethical to do so, and after we have considered the following questions:

- is it in the public interest to share the data?
- are we only sharing the minimum amount of data and for the shortest possible time to meet the request?
- does the data sharing comply with the law and have we got the right consent, if needed?
- does the organisation asking for the data have sufficient security standards themselves and are they aware of statistical disclosure controls?

Organisations we may share data about you with are

- Education Scotland in order for this agency to carry out its functions
- Academic institutions and organisations to carry out additional research and statistical analysis which helps inform policy development and contributes to improving outcomes for Scotland's people
- Other Public Bodies who require the data in order to carry out their official functions.

### **How do you ensure ethical standards are met?**

Any sharing or linkage of data about you and your views will be done under the strict control of Scottish Government, and will be consistent with our data policy and the National Data [Linkage](#) Guiding Principles. Decisions on the sharing or linkage of data about your views will be taken in consultation with relevant colleagues and individuals within and outwith Scottish Government as part of a Data Access Panel. At all times your rights under the UK GDPR and other relevant legislation will be ensured.

### **What are my individual rights?**

The UK GDPR gives you the right to object to the processing of your personal data. However, where the processing personal data is for scientific or historical research, or statistical purposes, these rights to object is more restricted.

### **Can I object to the processing of my data?**

No. As the data we process is lawfully gathered and necessary for the performance of a task carried out for reasons of public interest, you do not have a right to object to the processing of your personal data.

### **Can I ask for my data to be deleted?**

No. As we require the data for the performance of a task carried out in the public interest (and for no other purpose, such as direct marketing), we are also not required to erase your personal data as we need to retain this data for this purpose.

### **Can I ask to see what data you hold about me?**

No. As the data we process is lawfully gathered and processed for Research, Statistics and Archiving in the public interest, and that any results of the research or resulting statistics are not made available in a form which identifies you, you do not have a right to request access to the data we hold about you.

### **What if I have concerns?**

The Data Protection Officer for this data is the Data Protection & Information Assets team, [dpa@gov.scot](mailto:dpa@gov.scot).

If you have any concerns around this data collection please contact the DPIAT team, or Mick Wilson, Head of Education Analytical Services ([Mick.Wilson@gov.scot](mailto:Mick.Wilson@gov.scot)).

- or by writing to us at: Education Analytical Services, Area 2A-North, Victoria Quay, Leith, Edinburgh, EH6 6QQ.

Alternatively complaints may be raised with the Information Commissioners Office at [casework@ico.org.uk](mailto:casework@ico.org.uk).