



Privacy Notice

For staff in settings participating in The ONE evaluation

Project Title

The ONE

RAND Europe Ref: 23002

University of Oxford Central University Research Ethics Approval Ref: R85139/RE006

Who we are and what does this document include?

RAND Europe is an independent not-for-profit research institute based in Cambridge and Brussels whose mission is to help improve policy and decision making through evidence-based research. The **University of Oxford and Sheffield University** provide world-class research and education to benefit society on a local, regional, national and global scale.

This document provides information on the evaluation of The One programme. It sets out how your personal information will be collected, used and looked after in accordance with the UK General Data Protection Regulations (UK GDPR) and the Data Protection Act 2018.

About the evaluation

The One Project is a programme delivered by the University of Oxford and Sheffield University and is funded by both the **Education Endowment Foundation (EEF)** and the **Department for Education (DfE)** as part of their Stronger Practice Hubs initiative. The aim of the programme is to support Early Years practitioners to run play-based maths activities that support maths development by embedding executive function skills into maths learning. The programme will be rolled out across approximately 150 settings.

To see if The One influences learning, the EEF is also funding an evaluation and has commissioned RAND Europe to conduct the evaluation. You are receiving this privacy notice because you work in one of the settings taking part in The One evaluation.

Who is holding your data?

RAND Europe will act as Data Controller during the evaluation (from January 2023 until publication of the evaluation report in early 2025). Before the programme is evaluated, the University of Oxford will act as Data Processors and collect data on behalf of RAND Europe (see details below). QA Research will collect data on children maths and executive functioning skills using short, child-friendly assessments on behalf of RAND Europe.

After the evaluation report is published (early 2025), data from the project will be shared with the University of Oxford in order for them to collect follow-up data. During this period the University of Oxford will be Data Controller.

Finally, once the data has been collected, analysed and published in scientific articles and doctoral theses, University of Oxford will transfer the data to EEF where it will be stored in the EEF data archive and the EEF will become Data Controller.

What data are we collecting and how we are collecting them?

By 'personal data', we mean any information about an individual from which that individual can be identified.

QA Research will prompt settings to send the following personal data on children at settings to RAND Europe: name, date of birth, postcode, number of hours attendance and attendance patterns (i.e., which days and times a child attends nursery), eligibility for Early Years Pupil Premium (EYPP), and whether a child speaks English as an additional language, because this will help RAND Europe evaluate whether The ONE benefits young children's numeracy more or less in relation to their attendance at school, economic disadvantage, and speaking English as an additional number. Name, postcode and date of birth will help EEF and the University of Oxford evaluate whether The ONE has benefits that are sustained in reception and later in primary school. Before the intervention, and at the end of the project, RAND Europe will ask QA Research to administer the 'Early Years Toolbox Early Numeracy' and two executive functions assessments to children. The tests are child friendly and have been used in a number of other evaluations. They will help us understand whether The ONE has an effect on children's maths and executive functioning skills.

Before the intervention, and only if you have consented to this, RAND Europe and The ONE team staff members will ask you to complete a questionnaire and an interview, which will provide us with your name, age in years, your qualifications, and early years experience as an educator. Completing the questionnaire and interview is optional, and you will not need to consent to give information about yourself, in order to receive professional development. At the end of the 12 weeks we may ask you to give us feedback on the intervention via a short survey and an interview to find out which activities were the most successful. The interviews will be conducted in a quiet area of your preschool and audio recorded to aid our notetaking. Recordings will not be shared outside the research team. Researchers will carry out occasional observations of maths activities, but our notes will not carry information identifying you or individual children at your settings.

How we share and store the data?

Data collected by RAND Europe and Qa research will be transferred using Egress – a secure file sharing platform – and will be stored securely on the RAND Europe server in a password protected folder, accessible only to members of the research project. RAND Europe will use this data at an aggregate level (i.e., not individually) to analyse the effects of The One and to write a report that will be publicly available. We will not identify any individuals in our report

and will ensure that presented data does not provide information on small cohorts of children so the risk that any child can be identified is minimised.

QA Research will administer the assessments which will then be stored on the Early Years Toolbox (EYT) secure servers in the EU. The ONE team and RAND Europe will collect data from setting staff, and will store them on secure servers (OneDrive and Egress).

Following the completion of the evaluation, RAND Europe will share the data from the evaluation with the University of Oxford via Egress or OneDrive. The University of Oxford will then contact parents to ask permission to follow their children's numeracy outcomes in school. This additional data will allow long-term follow-up which will help us understand if The One is effective in the longer term.

Once Oxford have collected this data, they will share the dataset with the EEF for storage in their archive via the Office for National Statistics (ONS) Secure researcher Service (SRS). At this point, the EEF will become data controllers.

What is the legal basis for processing your data?

The legal basis for RAND Europe to process your personal data is legitimate interests detailed in Article 6(1)(f) of the UK GDPR. To ensure that all processing is fair and lawful, RAND Europe have also completed a Legitimate Interest Assessment and a Data Protection Impact Assessment and completed an application to the RAND internal review board for ethical approval. RAND Europe will process only what is required to meet these legal bases and will ensure security and safeguards are in place to protect the information.

After the evaluation report is published, the University of Oxford will become the data controller with respect to your personal data, and as such will determine how your personal data is used in the research. The University will process your personal data for the purpose of the research outlined above. Research is a task that we perform in the public interest. Further information about your rights with respect to your personal data is available from <https://compliance.web.ox.ac.uk/individual-rights>.

What are we using the data for?

The evaluation team is collecting your data to aid the evaluation. The evaluation aims to find out more about the impact that The ONE intervention has on a number of pupil outcomes including maths attainment and executive functioning. We will look at how the outcomes of children taking part in The ONE in the 2023/2024 academic year compare to those of children who do not take part in The ONE in the same year. We will also look at whether staff at the intervention settings value the intervention for their professional development. We will analyse the data to see if there is a difference. This will help us to understand if and how the ONE intervention makes a difference to children and staff.

How do we keep your data secure?

The evaluation team have put various security measures in place to keep personal data secure and to prevent any unauthorised access to or use of it in accordance with the Data Protection Act (2018) and UK GDPR requirements. All data collected by RAND Europe will be stored on

secure servers, accessed only by relevant project team. All data will be shared using specialist software (Egress). No data will be saved on servers or shared with processors outside the UK and the EU. The Department for Education will keep the data it processes securely and strictly in accordance with Government standards.

How long do we keep your data?

RAND Europe will securely delete all data held on its secure server six months after the end of their involvement in the project.

Oxford will hold the data with the highest level of security in encrypted and password protected storage. Data will be deleted after September 2028, to allow time for doctoral thesis completion. This time duration is dependent on the infrequent occasions in which reviewers or readers of publications ask researchers to re-analyse data in a different way.

Data about all pupils and staff will be deposited into the EEF's data archive at the end of the project for the purpose of research. You can find out more about the archive in the Project Information Sheet.

What are your rights?

RAND Europe, the University of Oxford, and the Education Endowment Foundation operate in accordance with the Data Protection Act 2018 and UK GDPR 2016 requirements. You are provided with certain rights that you may have the right to exercise through us. In summary those rights are:

- To access your data ("data subject access request") (Article 15 of the GDPR)
- To have inaccurate personal data rectified (Article 16 of the GDPR)
- To have your data erased (Article 17 of the GDPR)
- To restrict the processing of your data (Article 18 of the GDPR)
- Request the transfer of your personal data to you or to a third party (Article 20 of the GDPR)
- Object to processing of your personal data (Article 21 of the GDPR).

How do you contact us?

- Before early 2025 you should contact RAND Europe, by:
 - Sending an email to the evaluation team at TheONE@randeurope.org
 - Contacting RAND Europe's Data Protection officer, Rani Viknaraja rviknara@randeurope.org and quoting Ref: 23002 "The ONE" or in writing to Data Protection Officer, RAND Europe, Westbrook Centre, Milton Road, Cambridge, CB4 1YG, UK.
- From early 2025 until 2028, you should contact the University of Oxford, by:
 - Sending an e-mail to the delivery team at TheONE@psy.ox.ac.uk

If you would like to withdraw your data from the study, you can write to us as detailed above. This will mean that your data will not be collected or will be deleted if already collected. If already collected, the evaluation team will erase the data. Withdrawing the data collection will have no negative repercussions. We will maintain a log to store any such requests that we receive.

Where you request information from us, we will need to confirm your identity to ensure the security of your data. We will endeavour to respond within 30 days but our response time may vary depending on the complexity of your request. A fee will not normally be charged unless a request is considered to be without basis, repetitive or excessive. Where we request a fee, it shall always be reasonable.

You also have the right to contact the Information Commissioner's Office in the UK if you have any concerns about the processing of your data by RAND Europe. You can visit ico.org.uk or email casework@ico.org.uk. Alternatively, you can write or telephone to Information Commissioner's Office, Wycliffe House. Water Lane, Wilmslow. Cheshire SK9 5AF.