

## PRIVACY NOTICE

### *What the LA does with pupil information collected from schools via the statutory School Census*

The **Local Authority (LA)** uses information about children for whom it provides services, to enable it to carry out specific functions for which it is responsible, such as the assessment of any special educational needs the child may have. It also uses the information to derive statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them. The statistics are used in such a way that individual children cannot be identified from them.

The Local Authority will use information about its school workforce for research and statistical purposes, and to evaluate and develop education policy and strategies. The statistics are used in such a way that individual staff cannot be identified from them. The LA may also use it to support and monitor schools regarding sickness and recruitment of staff.

**Primary Care Trusts (PCT)** use information about pupils for research and statistical purposes, to monitor the performance of local health services and to evaluate and develop them. The statistics are used in such a way that individual pupils cannot be identified from them. Information on the height and weight of individual pupils may however be provided to the child and its parents and this will require the PCTs to maintain details of pupils' names for this purpose for a period designated by the Department of Health following the weighing and measuring process. PCTs may also provide individual schools and LAs with aggregate information on pupils' height and weight.

**Youth Support Services** - For pupils aged 13 years and over, the school is legally required to pass on certain information to the provider of youth support services in their area. This is the local authority support service for young people aged 13 to 19 in England. The school must provide the name and address of the pupil and their parents and any further information relevant to the support services' role. In addition, the date of birth of the pupil is supplied.

Until pupils are aged 16 or older, their parent(s) can ask that no information beyond their children's name, address and date of birth (and their own name and address) be passed to the youth support services provider. This right transfers to the pupil on their 16th birthday. Pupils and/or parents will need to inform the school if this is what they wish.

Online information, advice and support on a range of issues affecting young people can be found on the Directgov Young People page at [www.direct.gov.uk/en/YoungPeople/index.htm](http://www.direct.gov.uk/en/YoungPeople/index.htm) with access to trained helpline advisers, via SMS text message, telephone, webchat and email.

# PRIVACY NOTICE

## ***What the DfE does with pupil information collected from schools via the statutory School Census***

The Department for Education passes pupil data to the following third party organisations, as the law allows. A brief description of the purposes the information is used for is set out below, along with links to the organisations which can be found on this page.

The Department of Health (DH) uses anonymised information about pupils' height and weight collected in primary and middle schools as part of the National Child Measurement Programme to inform, influence and improve health policy. The Department of Health also provides aggregate PCT-level data to the Care Quality Commission for performance assessment of the health service.

Ofsted uses information about the progress and performance of pupils to help inspectors evaluate the work of schools, to assist schools in their self-evaluation, and as part of their assessment of the effectiveness of education initiatives and policy. Ofsted also uses information about the views of children and young people to inform children's services inspections in local authority (LA) areas. Inspection reports do not identify individual pupils. The Department for Education also provides Ofsted with pupil data for use in school inspection. Where relevant, pupil information may also be shared with post-16 learning institutions to minimise the administrative burden on application for a course and to aid the preparation of learning plans.

The Chief Executive of Skills Funding uses information about pupils aged 14 and over (or enrolling for post-14 qualifications) for statistical purposes, in order to evaluate and develop education policy and monitor the performance of the education service as a whole. Further information on how this data is used may be found on the [Skills Funding Agency website](#).

The Chief Executive of Skills Funding also administers the Learning Records Service (previously known as the Managing Information Across Partners Programme) which uses a minimum set of personal data to:

- issue and maintain a unique learner number (ULN) for pupils of 14 years and over and for those registering for post-14 qualifications
- create and offer a personal learning record (PLR) to enable advice and guidance to be offered to the learner (for example, helping to choose the right course)
- facilitate the processing of qualification awards by approved awarding organisations.

Approved organisations (including other schools) will be allowed to access the limited set of personal data. More information on the PLR, ULN, learner plan and qualification credit framework is available on the [Learning Records Service website](#). This sharing of data reduces the need for learners to have to supply the same information repeatedly to different organisations, and significantly reduces the risk of inaccurate information being held about them.

Details of how an individual may opt out of sharing achievement data in their PLR with these organisations are also available from the Learning Records Service.

The Qualifications and Curriculum Development Authority (QCDA) uses information about pupils to administer the national curriculum assessments portfolio throughout Key Stages 1

to 3. This includes both assessments required by statute and those that are optional. The results of these are passed on to the Department for Education to compile statistics on trends and patterns in levels of achievement. The QCDA uses the information to evaluate the effectiveness of the national curriculum and the associated assessment arrangements, and to ensure that these are continually improved.

Between June and November 2011, the Cabinet Office has been provided with specified data about 16- to 18-year-olds by secure transfer to be used in a pilot exercise aimed at improving the accuracy and completeness of the electoral registration system. The Cabinet Office will use a data matching system to compare the data received against the electoral registers of those local authorities taking part in the pilot schemes. This will help local Electoral Registration Officers to identify individuals who are eligible to vote but who are not on the register, so that they can be given the opportunity to add their names, and also to identify individuals whose names may have been added fraudulently or in error, so that they can be removed. The data will be used only for the purposes of the pilot schemes, and strictly in accordance with agreements made between the Department and each of the participating local authorities. Any data not added to the electoral register will be destroyed by 1st March 2012. The pilot schemes will help the Government to test the effectiveness of data matching in the context of electoral registration and decide whether it should be rolled out more widely on a more permanent basis.