

# What are the researchers allowed to do with information about you?

## What is the Measuring Wellbeing in Schools project?

With your school, we (the researchers) are trying to find out more about young people's wellbeing and how we can help them.

## What information will we collect about you?

As part of this research project, we (the researchers) will collect the following types of information about you and other young people who have completed the online questionnaire:

1. **Your questionnaire answers:** This is to understand how young people your age feel about their school, friends, and themselves.
2. **Information about you that is usually collected by your school:** For example, what your ethnic background is, whether you have free school meals or whether you have any learning needs.

**We will never use this information to single you out, or to tell your teachers or parents things that they don't already know.**

## How long will we keep your information for?

We will keep this information for 4 years, while the research project is being carried out.

At the end of the research project, we will destroy any information that allows us to know who you are, but may still use the information that doesn't link back to your personal details for research for another 20 years.

## Why are we allowed to collect and use your information?

In this project, the law in England allows us to use your information because doing so is in the 'public interest'. This is because this project will help others to understand more about young people's wellbeing and what sort of support young people find most useful. Where we collect or use any particularly sensitive information about you (like information about your health), we do so because this information is necessary for scientific and research purposes (as it will help people to understand more about young people's wellbeing and what sort of support young people find most useful).

## What you can ask us to do (or not do) with your information

You can tell us what to do, or what not to do, with your information (i.e. you have rights!). You can:

- Ask us to tell you more about who is handling your information, who it is being shared with and what they are doing with it
- Ask us to send you a copy of the information we have collected about you

- Ask us to transfer the information we have collected about you to someone else
- Ask us to change (correct) any information we have about you that is wrong
- Ask us to stop using, or delete, the information we have collected about you

Sometimes, although you might ask us to do one of these things, we may not be able to do so. We will write to you to let you know if we cannot do one of these things you have asked us to do.

For more details about your rights, please have a look at this website: <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

### Who can you contact if you have any questions about your information?

If you don't want us to use your information or you would like to ask us for more information, please tell your teacher or parent/carer, or let us know directly using the contact details below:

Lorraine Joyce

[Lorraine.Joyce@tnlcommunityfund.org.uk](mailto:Lorraine.Joyce@tnlcommunityfund.org.uk)

The National Lottery Community Fund  
Apex House, 3 Embassy Drive, Edgbaston,  
Birmingham B15 1TR

Data Protection Officer: [data.protection@tnlcommunityfund.org.uk](mailto:data.protection@tnlcommunityfund.org.uk)

You can also contact an organisation called the Information Commissioner's Office if you are unhappy with the way we are using your information. You can do so by:

- phoning 0303 123 1113;
- visiting: [www.ico.org.uk/concerns](http://www.ico.org.uk/concerns); or
- writing to: Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

### Who is responsible for your information that is used for this project and who is your information shared with?

The organisation who are in charge of making sure we use your information properly is called The National Lottery Community Fund. The Fund has asked the Evidence Based Practice Unit (EBPU), in partnership with the University of Manchester, to collect and use your data from this project on its behalf. Only one organisation, the University of Manchester, will have access to information which means they can tell who you are from that information.

The EBPU is a joint organisation between the Anna Freud National Centre for Children and Families and University College London.

We will share summaries with your school which shows the average scores of the pupils in your school compared to the average for all schools taking part in the project nationally. You cannot be identified from these data summaries.

Sometimes we may be required by the law to share some of your information (for example if a court asked us for it).

Your information will not be shared with anyone outside the United Kingdom.

### Changing this document

We may sometimes need to change this notice (for example if the law around how we collect and use your information changes). You will be provided with a new version with any changes clearly set out.