

PRIVACY NOTICE

Early Years STEM Questionnaires

Please note a Child Friendly Privacy Notice is available: [here](#)

Who we are

Moray Council, Council Office, High Street, Elgin, Moray, IV30 1BX, moray.gov.uk 01343 543451, is a local authority established under the Local Government etc. (Scotland) Act 1994. We are the Data Controller of the information being collected.

Why we are collecting your personal information

The Council has obligations under the Scottish Government's National Improvement Framework and Improvement Plan 2022. The Council will help support the delivery of key priorities, including:

- Placing the human rights and needs of every child and young person at the centre of education.
- Improvement in children and young people's health and wellbeing.
- Closing the attainment gap between the most and least disadvantaged children and young people.
- Improvement in skills and sustained, positive schools-leaver destinations for all young people.
- Improvement in attainment, particularly in literacy and numeracy.

The Scottish Government's STEM strategy to improve education and training in STEM within Scotland's schools, and, inspire young people and adults to study STEM.

To support delivery of both these key priorities and the Scottish Government's STEM strategy, we are asking people, including parents, carers, teachers and children to complete questionnaires about STEM. You are not directly asked for your personal information, nonetheless some of the questions ask for information that may make you identifiable, such as:

- Everyone: Opinion questions.
- Teachers/Childcare Practitioners: Name of setting, Job title, and, opinions towards STEM.
- Parents and Carers: Name of children's school, children's age, type of occupation, interests, and, opinions towards STEM.

This information is being collected in order to:

- Increase the availability of STEM opportunities for younger people and encourage STEM uptake through family engagement.
- Increase the number of STEM qualifications, accredited work experience opportunities and apprenticeships achieved at secondary level to equal national peers, uptake at further and higher education and ultimately increase the STEM skill level in Moray.
- Ensure there is equality of opportunity in STEM education across Moray, and in particular female attainment in STEM equals male.
- Increase the confidence and competence of practitioners in the delivery of STEM.

The questionnaires are voluntary, you do not have to complete the survey or provide information to us. You can also decide that you no longer wish to do the survey after you have started. However,

progress through the survey is automatically saved after each page, therefore responses provided will be saved and submitted on your behalf, even if you do not complete the survey.

Our legal basis

Whenever the Council processes personal data we need to make sure we have a legal basis for doing so. We understand the Council's basis in data protection law to be Article 6(1)(e) of the United Kingdom General Data Protection Regulation (UK GDPR), as the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Council. The Council is processing the personal data to meet our statutory obligations under our public task, as an Education Authority, which includes supporting delivery of the key priorities listed in the Scottish Government's National Improvement Framework and Improvement Plan, as well as the delivery of the Scottish Government's STEM strategy to improve education and training in STEM within Scotland's schools.

Who we share your information with

Your personal data may be shared internally with authorised officers of the Council if having access to personal data is a necessary part of their roles to ensure records are accurate and up to date. It may also be shared with other relevant Council departments where applicable.

As part of the processing we may share information with third parties so that they can help us with our analysis of the data. Personal information is not intentionally captured in these questionnaires, however, if identifiable personal information is inputted then this data will not be shared. Data will be shared with the Scottish Government for statistical and research purposes, which may involve some additional data linkage for analysis purposes where appropriate.

The Council may share your personal data with other relevant Council departments and third parties, where we are under a legal obligation to do so. For example this may be with Police, Social Security Scotland, UK Border Agency or other Registered Professional Bodies.

The Council is required by law to protect public funds against fraud. It may share personal data with other relevant Council departments and third parties responsible for auditing and administering public funds, or who otherwise have responsibility for preventing and detecting fraud.

How long the information is held for

Your personal data will be securely stored by Moray Council for a pre-determined length of time. Information is only kept for the minimum amount of time necessary. We maintain a record retention schedule which sets out how long we retain different types of personal data. This is available on our website: http://www.moray.gov.uk/moray_standard/page_92820.html (under Section 5 of the Records Management Plan).

The Council stores information within the UK.

Your rights

Moray Council is the Data Controller for this personal data. You have legal rights about the way the Council handles and uses your personal data. These include the right to ask for a copy of it, to ask us to correct it and to ask us to stop doing something with your personal data.

As so far as the legislation permits, you also have the right to request the deletion of your data, and to object to the processing.

For more information about these rights, please see the Information Management pages on the Council's website here: http://www.moray.gov.uk/moray_standard/page_41220.html. Alternatively, email the Council's Data Protection Officer at: dataprotection@moray.gov.uk

You also have the right to make a complaint to the Information Commissioner's Office. They are the body responsible for making sure organisations like the Council handle your personal data lawfully.

Information Commissioner's Office

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Telephone: 0303 123 1113 Website: <https://ico.org.uk/>