



Privacy Notice: Social work fast track programmes – tracking retention and progression

Who are we?

This research is being carried out by Cardiff and Durham Universities on behalf of the Department for Education (DfE). For the purpose of data protection legislation, the DfE is the data controller for the personal data processed as part of this study and Cardiff University and Durham University are the data processors.

What is this Research project about?

The aim of this study is to collect robust evidence on retention and progression within social work of graduates of two fast-track programmes - Step Up to Social Work and Frontline. The research project involves an annual online survey and telephone interviews. This is your opportunity to contribute valuable evidence which will inform development of the government's social work reform policy.

How we will use your information

Before graduating from the programme, Step Up to Social Work Cohort 4 and 5 graduates were asked their permission (via opt out) to share their contact details (email address and telephone number) for research purposes. For Frontline participants and graduates, the research team are only given anonymised data, as Frontline themselves collect the research data as part of their ongoing surveys of their graduates.

Cardiff and Durham Universities receive your personal data from your survey returns and will process and securely store the data that you provide.

Names and contact details are used to re-contact respondents for participation in follow-up surveys and/ or interviews if you give permission. As noted above, for graduates of the Frontline programme, only Frontline will have your personal data, unless you actively choose to give your name, email and phone number to the research team for the purposes of a telephone interview.

Participation in the research is voluntary and participants can withdraw at any point. Our researchers will remind you of this before administering the research. The data collected will be stored securely, all responses to the surveys will be analysed pseudonymously (no names will be attached) and individual staff and local authorities will not be identified in any reporting.

The nature of your personal data we will be using

For Step Up to Social Work graduates, Cardiff and Durham Universities are using your contact details (email address/telephone number), as set out above, to issue you with a survey link which may be generic or unique to you.

The categories of your personal data that we will be collecting for this project in your survey responses are:

- Name and contact details (not for Frontline graduates unless you actively offer this for a telephone interview).

We will also be collecting special category data such as:

- Demographic data including ethnicity, gender and data related to mental health/ wellbeing.

The personal information that you provide to us in response to this survey will be used for the purpose(s) of:

- Name and contact details: To establish that we are speaking with the correct person and to recontact for follow-up surveys if you give permission (Step Up to Social Work only).
- Name: To look up on the publicly available Social Work England register, in order to help estimate retention in social work over time.
- Special categories of personal data: To ensure that we speak to a representative cross-section of people and to compare findings across groups, where relevant and appropriate to do so.

Why our use of your personal data is lawful

In order for our use of your personal data to be lawful, we need to meet one (or more) conditions in the data protection legislation.

For the purpose of this project, the relevant condition(s) that we are meeting are Section 8 of the Data Protection Act 2018 in that this processing of personal information is necessary for performance of a task carried out in the public interest. For the processing of special category data, the relevant condition for procession we are relying on is Schedule 2, Part 2, 6(b) of the Data Protection Act 2018 for the processing of information in the fulfilment of our public task.

The purpose of data gathering is to assess the merits of certain social work training programmes. This is within the scope of section 46 of the Children and Social Work Act 2017, which is in the following terms:

“46 Ensuring adequate provision of social work training

(1) The Secretary of State may take such steps as the Secretary of State considers appropriate —

(a) to ensure that adequate provision is made for social work training, and

(b) to encourage individuals resident in England to undertake social work training.”

Furthermore, as the function of ensuring adequate provision has been conferred on a Minister under an enactment, there is a lawful basis for processing this data as required by Article 6 of the GDPR as clarified by section 8 of the Data Protection Act 2018.

Who will your personal data be made available to

For the purpose of this project, your data will be processed by Cardiff and Durham Universities on behalf of the DfE. All data that you provide to Cardiff and Durham Universities during your participation in the research will undergo a process of pseudonymisation. Further details about pseudonymisation can be found on the [ICO website](#). Personal contact details will be destroyed after use and will not be passed to any other organisation, including DfE.

Survey information from this project will be made available to the DfE in an anonymised dataset at the end of the project. This dataset will not include any personal details and it would be impossible for anyone to identify you from the information provided. All data will be very carefully checked by Cardiff and Durham Universities to ensure this is the case and any potentially identifying entries will be removed or edited (if text).

How long we will keep your personal data

For Step Up to Social Work graduates, personal data will be retained by Cardiff and Durham Universities only for as long as needed for the purpose(s) of this piece of work, after which point it will be securely destroyed. For those who do not want to be re-contacted or who do not respond to surveys, names will be retained until the end of the project, only for looking up on the public Social Work England register, to help estimate social work retention. Survey participants who complete the survey will have their personal data stored securely and this will only be used for the purposes of re-contacting them for the next stage of the research, the following year, and for linking their responses across survey waves. At the end of the project, all personal data will be destroyed.

No personal data will be retained by Cardiff and Durham Universities for Frontline graduates, as the Frontline surveys will be conducted as part of Frontline's own regular follow-up of its current participants and its alumni. Frontline staff will look up names in the Social Work England register, to help estimate social work retention.

Your data protection rights

You have the right:

- to ask Cardiff and Durham Universities for access to information that they hold about you for the purposes of this research
- to have your personal data rectified, if it is inaccurate or incomplete
- to request the deletion or removal of personal data where there is no compelling reason for its continued processing
- to restrict processing of your personal data (i.e. permitting its storage but no further processing)

- to object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics.
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you

Contact Info If you have any questions regarding any of the above or wish to make a request, please contact the research team by email at: scourfield@cardiff.ac.uk (Prof. Jonathan Scourfield).

If you wish to contact someone at DfE about the information in this Privacy Notice, please contact the research project manager: Jessica.Dunn@education.gov.uk or if you have a query about how the DfE generally processes data, you can visit the DfE's [Personal Information Charter](#) or contact the DfE Data Protection Officer at Dataprotection.office@education.gov.uk.

Further information about your data protection rights appears on the Information Commissioner's website at: <https://ico.org.uk/for-organisations/guide-to-data-protection/principle-6-rights/>.

You have the right to raise any concerns with the Information Commissioner's Office (ICO) via their website at <https://ico.org.uk/concerns/>.

Last updated

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time.

This version was last updated in September 2021.