

Randomised Controlled Trial of Trauma Informed Schools UK – Privacy Notice

The Youth Endowment Fund (YEF) has asked Ipsos UK, TONIC and the University of Kent (UoK) to conduct research into the impacts of the Trauma Informed Schools UK programme.

This Privacy Notice explains who we are, the personal data we collect, how we use it, who we share it with, and your data protection rights.

Who are we?

This evaluation is conducted by an evaluation team of researchers from Ipsos UK, TONIC and UoK. When we collect and use participants' personal information as part of the study, we are the controllers of the personal information, which means we decide what personal information to collect and how it is used.

YEF, who is funding this study, is an independent charitable fund in the United Kingdom. Its purpose is to prevent young people from becoming involved in violence and crime. The fund supports and invests in projects that aim to address the root causes of youth violence and provide opportunities for young people to succeed. The Youth Endowment Fund was established in March 2019 by children's charity Impetus, with a £200m endowment and ten year mandate from the Home Office. You can find out more about YEF [here](#).

What are we doing?

We are evaluating a new approach to working with young people who attend school. The new approach involves staff who have been specifically trained to incorporate trauma informed practices into their day-to-day work with young people. Our study explores whether this new approach is better than the approach usually employed. To do this we're comparing outcomes for students and staff in schools that undertake the training, compared to schools who don't undertake the training.

What personal data will Ipsos UK and UoK receive for this study?

We will collect information about [you/your child/the child in your care] such as their name, address, contact details, date of birth, gender, and ethnicity. We will also collect information using a set of questionnaires that have been specifically designed and tested with young people. We will collect information relating to any criminal activity or delinquency [you/your child/the child in your care] have been involved with, we will collect information about [you/your child/the child in your care] behaviour, mental health, wellbeing and family. We will also collect information about whether [you/your child/the child in your care] have been suspended or excluded from school (only relevant where data is collected from pupils).

Only Ipsos UK and UoK will collect and process personal details from you. This includes your name, age, sex, ethnicity and any answers provided.

Participating in this evaluation is entirely voluntary. You do not have to participate. Students can withdraw consent up until the conclusion of data analysis activities in July 2025.

How will data be used?

Data protection laws require us to have valid reason to use [your/your child's/the child in your care] personal information. This is referred to as our 'lawful basis for processing'. We rely on the public interest basis to use their personal information (Article 6(1)(e) of the GDPR). We will only use special category information (such as information about health, religion, race or ethnic origin, or any criminal offence information) if it is necessary for research purposes or statistical purposes which

are in the public interest (article 9(2)(j) of GDPR). The research team will keep your personal data and your responses in strict confidence in accordance with this Privacy Policy.

We will use the information you give us to evaluate how well the new approach has worked and to write a report about our findings based on all the questionnaires and interviews we have carried out. The final report and any other publications produced by the research team will not contain any personal information about the people who took part in the study, and it will not be possible to identify individuals from the report.

The report will be published on the YEF's website. Any personal information that [you/your child/the child in your care] gives us will be stored securely and kept confidential.

- We may share this personal information with another person or organisation if [you/your child/the child in your care] tells us something during the study that makes us concerned about them or about someone else. Our Safeguarding Policy has more information about steps that we might take if we have concerns about [your/your child/ the child in your care] wellbeing, or the wellbeing of another person (<https://www.kent.ac.uk/global-lifelong-learning/safeguarding-policy-andprocedure>).
- At the conclusion of the research, student survey data will be shared securely with Department of Education, where all personal data will be removed and replaced with a Unique Pupil Matching Reference number. Once this has been done, it is no longer possible to identify any individual young person from the study data. This process is called pseudonymisation. Once this pseudonymisation has been done the data will be transferred into the YEF data archive that is held within the Office for National Statistics (ONS) Secure Research Service. At this stage the YEF becomes the 'controller' of the data in the archive. By maintaining the archive and allowing approved researchers to access the information in the archive, the YEF is performing a public task, and this gives the YEF a lawful bases to use this information.

YEF will only allow information in the archive to be accessed by approved researchers to explore whether the TISUK programme and other YEF-funded programmes had an impact over a longer time period. This may include linking the data to other public datasets, such as education and criminal justice datasets. This will help approved researchers to find out the long-term impact of the projects funded by YEF because they'll be able to see, for example, whether being part of a project reduces a child's likelihood of being excluded from school or becoming involved in criminal activity. You can read more about the data archive [here](#).

How is personal information secured?

The research team take its information security responsibilities seriously and applies various precautions to protect your information from loss, theft or misuse. Security precautions include appropriate physical security of offices and controlled and limited access to computer systems.

All of [you/your child's/the child in your care] personal data used and collected for this study will be stored in data centres and servers within the United Kingdom (UK). We will not move or share information about you outside the UK.

Personal data of students who participate in the Student Survey will be removed before information is stored in the YEF data archive. The archive is held in the ONS's Secure Research Service (SRS). This means that the data cannot be move in or out of this platform. A combination of secure technology, physical security measures, and extensive procedures and protocols are used to protect the data when it is being used. You can find out more about how information is kept safe in the archive [here](#).

How will personal data be stored for?

The research team will only retain [you/your child's/the child in your care] data in a way that can identify you for as long as is necessary to support the research project and findings. In practice, this means that once we have satisfactorily reported the anonymous research report findings, paper records will be kept for five years and electronic records kept for 10 years after the end of the project. After this point all data will be removed from our systems.

In the YEF data archive, YEF will only keep data for as long as needed to carry out future research. YEF will conduct a review every five years to assess whether there is a continued benefit to storing the personal data in the archive based on its potential use in future research.

Data protection rights

Rights are set out in the General Data Protection Regulation (GDPR) as it applies in the UK, tailored by the Data Protection Act 2018. These include the right in certain circumstances to:

- be informed if your personal data is being used
- get copies of your data
- get your data corrected
- get your data deleted
- limit how we use your data
- object to the use of your data

For further information about your rights see here: <https://ico.org.uk/your-data-matters/>

In certain circumstances, you also have the right to ask us to erase the personal information where there is no good reason for us continuing to hold it, if we have not already erased the identifiable information.

If there are any problems with our handling of [you/your child's/the child in your care] data, we will notify [you/your child's/the child in your care], your school, and the organisation that is responsible for regulating this (The Information Commissioner's Office) where we are legally required to do so. There are other rights not listed here and exemptions may apply. For more details see here: <https://ico.org.uk/for-organisations/data-protection-act-2018/> or contact our School Liaison Officer, Luisa Gomes, tisuk@ipsosresearch.com

All respondents have the right to lodge a complaint with the Information Commissioner's Office (ICO), if you have concerns on how we have processed your personal data. You can find details about how to contact the Information Commissioner's Office at <https://ico.org.uk/global/contact-us/> or by sending an email to: casework@ico.org.uk.

Contact details:

Contact Ipsos UK:

Email: tisuk@ipsosresearch.com with "23-019045-01- RCT of Trauma Informed Schools UK" in the email subject line

Post RCT of Trauma Informed Schools UK, Luisa Gomes, Ipsos UK Limited, 3 Thomas More Square, London E1W 1YW

For any questions about the YEF data archive contact the Youth Endowment Fund:

Email: hello@youthendowmentfund.org.uk with "RCT of Trauma Informed Schools UK" in the email subject line

Post: RCT of Trauma Informed Schools UK, Youth Endowment Fund, 1st Floor, 64 Great Eastern St, London EC2A 3QR