Dear Parent/Carer,

This year, we will be using the Gaming Grammar language learning game (https://www.gaminggrammar.com) in our French lessons and for homework, to support your child with learning grammar in French.

Gaming Grammar has been developed by researchers at University of York and University of Reading and is part of the work of the National Centre for Excellence in Languages Pedagogy (https://ncelp.org).

Gaming Grammar contains mini-games practising different bits of grammar in French. To use the game, your child will create an account using their name and school email address. Through their account, your child will be able to play the mini-games and view their own progress. Within the game, your child will also be able to join the class set-up by the class teacher. This will the class teacher to track the progress of each student within the class.

Below we have provided information about what will happen to the data gathered in the game. Please read this carefully. Please also read the information about GDPR provided at the end of this letter.

**What will happen to the data collected through the game?**

The information provided (name and email address) will be used for the purposes of creating and managing your child's Gaming Grammar game account and will be held securely on a password-protected Google server. This information will be stored until you / your child request to close their account.

You / your child may close their account at any time by emailing: GamingGrammar@digitalcreativity.ac.uk If you / your child request to close their account, all data associated with their account will be deleted from the database held on the Google server. Please note: it will not be possible to delete any anonymised data already downloaded for research purposes; however, this data will not contain any identifying information, only users' responses and response times within the game.

Your child's responses and response times will be used by the University of York and the University of Reading for research purposes to better understand the effectiveness of this learning tool for supporting foreign language learning. In line with our charter which states that we advance learning and knowledge by teaching and research, we process personal data for research purposes under Article 6(1) (e) of the GDPR: Processing is necessary for the performance of a task carried out in the public interest.

Any data downloaded for research purposes will be pseudonymised by assigning each user a code number and no identifying information (e.g. names or email addresses) will be downloaded. No information identifying individual users or schools will be included in any reports published on the data. Anonymised data will be stored indefinitely with the University's Research Data York service or in other open research data repositories.

Department for Education

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Email: enquiries@ncelp.org

UNIVERSITY of York

If your child joins the class teacher's class within the game, then the class teacher will be able to view and download their name and responses. This will allow the class teacher to follow your child's progress through the game in order to support teaching and learning activities. Data will be processed by the school under Article 6(1) (e) of the GDPR: Processing is necessary for the performance of a task carried out in the public interest.

**Questions or concerns**

This research has been approved by the Department of Education, University of York Ethics Committee. If you have any questions or complaints about this research please contact Rowena Kasprowicz (r.kasprowicz@reading.ac.uk), or the Ethics Committee via (education-research-administrator@york.ac.uk).

Please keep this information sheet for your own records.

Thank you for taking the time to read this information and the information below on GDPR.

Yours sincerely

*Mrs A Scully*
*Head of Modern Foreign Languages*

*Penwortham Priory Academy*

On behalf of

*The Gaming Grammar research team:*

Professor Emma Marsden (University of York)

Dr Rowena Kasprowicz (University of Reading)

Andrew Wood (University of York)

# University of York Information on GDPR

**Processing personal data**

Under the General Data Protection Regulation (GDPR), the University has to identify a legal basis for processing personal data and, where appropriate, an additional condition for processing special category data.

In line with our charter which states that we advance learning and knowledge by teaching and research, the University processes personal data for research purposes under Article 6 (1)(e) of the GDPR:

***Processing is necessary for the performance of a task carried out in the public interest***

Special category data is processed under Article 9 (2) (j):

***Processing is necessary for archiving purposes in the public interest, or scientific and historical research purposes or statistical purposes***

Research will only be undertaken where ethical approval has been obtained, where there is a clear public interest and where appropriate safeguards have been put in place to protect data.

In line with ethical expectations and in order to comply with common law duty of confidentiality, we will seek your consent to participate where appropriate. This consent will not, however, be our legal basis for processing your data under the GDPR.

**Protecting and storing personal data**

Information that research participants provide will be treated confidentially and shared on a need-to-know basis only. The University is committed to the principle of data protection by design and default and will collect the minimum amount of data necessary for the project. In addition we will anonymise or pseudonymise data wherever possible.

We will put in place appropriate technical and organisational measures to protect your personal data and/or special category data (for example, data may be stored in secure filing cabinets and/or on a password protected computer).

**Sharing of data**

The default position is that personal data will only be accessible to members of the project team. In some cases, however, the research may be of a collaborative nature and hence the data will be made accessible to others from outside the University. Information specific to the project will include details of when this is the case, who the 3rd parties are, and what they will do with the data. It is possible that personal data may be shared anonymously with others for secondary research and/or teaching purposes.

**Transfer of data internationally**

The default position is that data will be stored on University devices and held within the European Economic Area in full compliance with data protection legislation.

However, data may be transferred to the project partners based outside the European Economic Area. Any international transfer will be undertaken in full compliance with the GDPR.

The University has access to cloud storage provided by Google which means that data can be located at any of Google's globally spread data centres. The University has data protection compliant arrangements in place with this provider. For further information see,

https://www.york.ac.uk/it-services/google/policy/privacy/

**Your rights in relation to your data**

Under the GDPR, you have a general right of access to your data, a right to rectification, erasure, restriction, objection or portability. You also have a right to withdrawal. Please note, not all rights apply where data is processed purely for research purposes. For information see, https://www.york.ac.uk/records-management/dp/individualsrights/

**Right to complain**

If you are unhappy with the way in which your personal data has been handled, you have a right to complain to the Information Commissioner's Office. For information on reporting a concern to the Information Commissioner's Office, see www.ico.org.uk/concerns