

DATA PROTECTION DECLARATION

TIMSS 2019 ONLINE SCHOOL QUESTIONNAIRE

LANDELIJKE PEILING EXACTE VAKKEN: Schoolleidervragenlijst groep 6

Onderstaande Data Protection Declaration is opgesteld door IEA, verantwoordelijk voor de uitvoering van het internationale onderzoek TIMSS 2019. De Nederlandse bijdrage aan TIMSS 2019 is onderdeel van de Landelijke Peiling Exacte Vakken en wordt uitgevoerd door de Universiteit Twente in opdracht van het Nationaal Regieorgaan Onderwijsonderzoek en het Ministerie van Onderwijs, Cultuur en Wetenschap.

Identity and contact details of controllers:

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For which purpose are data collected and processed?

The data collected during the *Trends in International Mathematics and Science Study* (TIMSS 2019) will be used exclusively for scientific purposes. TIMSS is an educational research project sponsored by the International Association for the Evaluation of Educational Achievement (IEA).

Which information is requested?

The principals of the participating TIMSS classes are invited to complete the TIMSS 2019 School Questionnaire in order to provide the study with information about the characteristics and resources of the school, instructional time, principals' experience and education, and with principals' opinion data.

- Participation in TIMSS is voluntary.
- Schools will not be disadvantaged in any way by non-completion of the questionnaire. Respondents are permitted to skip individual questions or to discontinue answering the questions at any time.
- Consent for collecting and processing the data is required. Such consent is declared by completing and submitting the questionnaire.
- Withdrawal of consent to the processing of data without stating any reason can be made until 15/07/2019
- Withdrawal of the questionnaire is possible via an email to the *National Research Coordinator* (NRC) at the University of Twente. After withdrawal data collected up to the date of withdrawal will no longer be processed and the data which have already been store will be erased. The withdrawal of consent will not cause any disadvantages.
- For queries about the data protection law it is possible to contact the NRC.
NRC details: Martina Meelissen (m.r.m.meelissen@utwente.nl).
Telephone: + 31 534893668. Working days: Monday to Thursday.

What kind of data are collected?

Data from answers to the questions from every completed TIMSS School Questionnaire are collected and stored. This is in the form of numbers representing selections (for example, a multiple choice question), or values (for example, a figure for number of students in the target grade). As this survey is administered online, there is further logging information stored regarding the first and latest log-in time, the number of times a respondent has logged in in total, the number of the current question, and whether or not the questionnaire has been submitted.

This information cannot, in and of itself, be used to identify individual respondents by name, however an ID is recorded to uniquely identify each school. The relationship between this ID and the school name, or national registration number, is known to the school coordinator, the national center conducting the study, Statistics Canada (Ottawa, Canada) which prepares the sample of schools for the participating countries, and IEA, but is not shared with any other third parties.

Where, how and for how long are data from TIMSS stored?

TIMSS data are stored securely and cannot be accessed by any external persons or systems. Moreover, any IEA employees who access the data for processing have been suitably briefed on what constitutes an acceptable treatment of data and have signed a confidentiality agreement.

The data are stored as follows:

Response data are stored indefinitely so that they remain available for analyses. These responses eventually result in a database that allows researchers to compare education systems worldwide (see Public accessibility below).

Data are processed centrally at the IEA in Hamburg, Germany. All data arriving for data processing are submitted without names – only the school ID numbers.

With whom and how are data from TIMSS shared?

Response data are sent from national research centers to the IEA, via a secure FTP server, in a pseudonymous form, that is: processed in such a manner that the personal data can no longer be attributed to a specific data subject without the use of additional information (any such additional information being kept separately and subject to technical and organizational measures to ensure that the personal data are not attributed to an identified or identifiable natural person).

TIMSS is directed by the International Study Center (ISC) based at Boston College, USA, and most of the data analyses occur there. Response data are required for the analysis but are sent to the ISC, via a secure FTP server, in a pseudonymous form. ISC employees who access the data for analyses have signed confidentiality agreements. The transfer of the data to the USA, as a third country, is safeguarded by appropriate and suitable measures like a specific Data Processing Agreement and European Standard Contractual Clauses.

The data are also shared back, again over secure FTP server, with the national research centers running TIMSS in your country.

Related data

Along with the principals, teachers and students are also asked to complete a questionnaire. Fourth grade students' parents or legal guardians are also asked to complete an Early Learning Survey. Information coming from these sources is linked to that from principals in the final international research database (IDB).

Public accessibility

The final international research database will be accessible to the public from the following sites:

<https://www.iea.nl/data> (Hamburg, Germany)

<https://timssandpirls.bc.edu/index.html> (Boston, USA)

All data in the database are pseudonymous, and cannot be linked to individuals.

Automated decision-making and profiling

No automated decision-making, including profiling, referred to in Article 22 GDPR is conducted.

Rights of Data Subjects

Data Subjects are entitled to the rights set out in Articles 15-20 GDPR.

Data Subjects have the right to lodge a complaint with a supervisory authority: University of Twente.