

## **DATA PROTECTION DECLARATION – TIMSS 2019 SCHOOL QUESTIONNAIRE**

### **Identity and contact details of controllers:**

Educational Research Centre  
DCU St Patrick's Campus  
Drumcondra  
Dublin 9  
Ireland  
Telephone: +353 1 837 3789  
Email: [timss.ireland@erc.ie](mailto:timss.ireland@erc.ie)  
and

IEA  
Keizersgracht 311  
1016 EE Amsterdam  
The Netherlands  
Telephone: +31 20 625 3625  
Email: [secretariat@iea.nl](mailto:secretariat@iea.nl)

### **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). The Educational Research Centre (ERC) is administering TIMSS in Ireland at the request of, and on behalf of, the Department of Education and Skills. This is in accordance with one of the functions (“carrying out national and international assessments of the attainment levels and academic achievement of students and reporting on such assessments to the Minister”) set out in the ERC’s Establishment Order as a statutory body (which can be viewed in full at: <http://www.irishstatutebook.ie/eli/2015/si/392/made/en/print>). The ERC’s legal basis for processing personal data as per GDPR (Article 6) is “the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller”.

### **Which information is requested?**

The principals (if a principal is not available, other equally qualified personnel) of participating schools 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.

- In order to ensure that TIMSS is based on scientifically selected samples of pupils and schools, schools are expected to co-operate with the administration of TIMSS in their school where requested to do so (DES Circular 0056; 2011).
- Schools will not be disadvantaged in any way by non-completion of the questionnaire, and respondents are permitted to skip individual questions or to discontinue answering the questions at any time
- By filling in and returning a completed questionnaire, a study participant is consenting to the collection and processing of their data within the questionnaire.

- Withdrawal of consent to the processing of data without stating any reason can be made by any participant up to 4 weeks after the tests have been administered.
- Any participant who wants to remove or amend their information can contact the Educational Research Centre (at 01 837 3789 or [timss.ireland@erc.ie](mailto:timss.ireland@erc.ie)). If an individual withdraws from the study no additional data will be collected for that individual. Some information on withdrawals and exclusions is retained to validate the sample and to inform future administrations (e.g., to see if girls are more likely to withdraw from participation in the study).
- Queries related to how personal information is protected can be directed to the ERC's Data Protection Officer ([data-protection@erc.ie](mailto:data-protection@erc.ie)).

### **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).

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 international 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 a confidentiality agreement. 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.

The relevant authority in Ireland is:

Office of the Data Protection Commissioner  
Canal House  
Station Road  
Portarlington  
R32 AP23  
Co. Laois  
Telephone +353 57 8684800 / +353 (0)761 104 800  
Lo Call Number 1890 252 231  
Fax +353 57 868 4757  
E-mail [info@dataprotection.ie](mailto:info@dataprotection.ie)