



Llywodraeth Cymru
Welsh Government

National Network Conversations

The National Network conversations are a series of events aimed at providing an opportunity for practitioners from across the country to come together and discuss important topics with each other and with Welsh Government. The conversations, and the information they generate, will be vitally important in helping Welsh Government develop policies and support schools in their work as we move towards the education and curriculum reforms.

The aim of the National Network conversations is to gather views and ideas from education practitioners to inform policy decisions and the way Welsh Government supports the sector. As part of the conversations, the Welsh Government and its partners will be gathering information through facilitated discussions. Each event will be open to practitioners and will be advertised through relevant channels, with sign-up on an event by event basis.

The Welsh Government is the data controller. Notes of the sessions will be anonymous and the contact details for any specific event will be kept for 12 -24 months.

Analysis of the notes and aggregate analysis on attendee characteristics will be undertaken to support the production of reports that summarise the outcomes of the conversations. Any published reports will not contain personal information that could make you identifiable.

Participants registering to be involved in National Network Conversations, your information will be:

1. Used to contact you about future events; and
2. shared between the Welsh Government and Cazbah Ltd who are contracted to manage and deliver the Conversations on behalf of Welsh Government.

Cazbah Ltd will provide the platform and will manage registration for conversations, and feedback which will be shared with the Welsh Government.



Llywodraeth Cymru
Welsh Government

PRIVACY NOTICE

What personal data do we hold and where do we get this information?

Personal data is defined under the UK General Data Protection Regulation (UK GDPR) as 'any information relating to an identifiable person who can be directly or indirectly identified by reference to an identifier'.

Events will be advertised to practitioners via relevant networks and websites. When you decide to enrol for an event we will be collecting the following personal information as part of the registration process:

- Name
- email address

We will also ask about your school or organisation affiliation and role so that aggregate analysis of attendee by event can be carried out. We will also ask about your preferred language so that this can be catered for at the event.

Transcribing Conversations

All National Network Conversations will be automatically transcribed. The purpose of transcribing conversations will be to identify experiences and challenges experienced by different roles and different settings. For example, practitioners in primary schools may have different experiences to practitioners in secondary schools. Practitioners in special schools may have different experiences to other settings, System leaders will have different experiences to classroom-based practitioners. This information will be used to enable the Welsh Government and its partners to subsequently better target support.

The transcripts will be used to generate an anonymised report for National Network Conversation. The report will be published on Hwb.

The transcripts will be kept for 12 months.

Recording meetings with practitioners and wider stakeholders on the new curriculum

Some events like the facilitator briefing session and meeting relating to the new curriculum will be recorded meetings with practitioners and wider stakeholders. The recordings will be made available to practitioners and wider stakeholders at National Network Conversations. The purpose of these recordings is to share case studies, experiences and practices. Notice of the recordings will be given ahead of the meetings allowing individuals to turn off cameras or to not participate. Please see separate privacy notice (<https://hwb.gov.wales/curriculum-for-wales/national-network-for-curriculum-implementation/>) for this.



Llywodraeth Cymru
Welsh Government

Events which are **not** recorded, and written notes will be taken but no personal information will be included in the notes and as such they will be anonymous.

Any analysis of the events will be undertaken on non-identifiable data. This will include analysis of the anonymous notes of events as well as participants' role and organisation which will be done in such a way that names and contact details have been removed and no individual is identifiable from the role and organisation (for example by using generic terms rather than a specific job title when the information is generated from the registration details prior to analysis).

What is the lawful basis for using your data?

The lawful basis for processing information for these events is our public task; that is, exercising our official authority to undertake the core role and functions of the Welsh Government.

Participation is completely voluntary. Engagement activities such as this are important for the Welsh Government to collect information and actionable evidence about its ability to deliver government priorities. The information collected in this research, for example, might be used to:

- Identify ways Welsh Government and its partners can support schools to deliver the new curriculum
- Understand the breadth and diversity of views and experiences of practitioners across the sector
- Develop new policies and improve delivery of existing policies and functions

How secure is your personal data?

The Welsh Government will hold any personal data on secure servers. Access to the information is restricted to the policy team and the analysts in Welsh Government supporting the policy area.

Any analysis of the events will be reported in an anonymised format. It will not contain your contact details and any identifiable information will be removed.

Welsh Government will use the information gathered to inform wider policy development and research and will produce a report from the events that will be published on the Welsh Government website. This report will not include any information that could be used to identify individual participants.

How long do we keep your personal data?

The contact details from any individual event will be kept for 12 – 24 months following the date of that event. If you enrol for more than one event then your contact information will be



Llywodraeth Cymru
Welsh Government

kept multiple times as part of each event attendance list and each individually deleted as part of the 12 - 24 month cycle.

Individual rights

Under UK GDPR, you have the following rights in relation to the personal information you provide, specifically you have the right:

- To access a copy of your own data;
- For us to rectify inaccuracies in that data;
- To object to or restrict processing (in certain circumstances);
- For your data to be 'erased' (in certain circumstances); and
- To lodge a complaint with the Information Commissioner's Office (ICO) who is our independent regulator for data protection.

The contact details for the Information Commissioner's Office are: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Phone: 01625 545 745 or 0303 123 1113. Website: www.ico.gov.uk

Further Information

If you have any further questions about how your data will be used by the Welsh Government as part of these sessions or wish to exercise your rights using the General Data Protection Regulation, please contact:

Email: Jane.ellis@gov.wales
National Networks Manager
Curriculum Realisation Unit

The Welsh Government's Data Protection Officer can be contacted at:
Welsh Government, Cathays Park, Cardiff, CF10 3NQ,

Email: DataProtectionOfficer@gov.wales.