

Privacy Notice for Barrow Schools Research

GC Insight (and its consortium partners) have invited you to take part in research on behalf of Westmorland and Furness Council.

Before you agree to take part, we want you to know exactly how your personal data is going to be used.

This Privacy Notice should give you all the information you need to help you to decide if you want to take part in the research. If you would like to find out more, there are details at the end of this document about how to get in touch, and we would be happy to help.

What is this about?

GC Insight (and its consortium partners) have been commissioned to develop an evidence-based strategy for future capital investment across Barrow's education system. The study has been funded by the Barrow Transformation Fund and will examine how investment in schools - whether through new build, refurbishment or specialist equipment - can be targeted to maximise improvements in educational attainment, sustain positive destinations for young people, and align with the workforce skills needed to support Barrow's future growth.

Set within the context of the Plan for Barrow and significant investment linked to the town's role in the Defence Nuclear Enterprise, the research will bring together data analysis, evidence reviews and stakeholder engagement to identify and assess options for future investment. The aim is to provide a robust evidence base to inform local and national funding decisions, ensuring that education infrastructure supports both improved outcomes for learners and the long-term economic ambitions of Barrow.

What will it involve?

The research is being conducted in a number of ways:

1. Interviews: Some strategic stakeholders will be invited to participate in a conversation with a member of our research team on Microsoft Teams. The call will take approximate 45 minutes to 1 hour and will be recorded to allow us to accurately capture your insights regarding school buildings in Barrow. We will use Copilot (Microsoft's AI tool) to create a transcript of your interview – this is to help our recall of the conversation and for analysis.
2. Surveys: Some schools will be invited to participate in an online survey by a member of our wider team within the consortium (Little Lion Research). The survey will explore the challenges and opportunities with school buildings in Barrow. The team will use the Data Analyst function within ChatGPT to clean, analyse and create charts and tables showing survey responses. Any comments/longer text answers you give to survey questions will be analysed by a human and not by AI.
3. Focus Groups: Some teachers, parents and young people will be invited to participate in in-person focus groups by a member of GC Insight or our team within the consortium (Little Lion Research). These small focus groups will explore the challenges and opportunities with school buildings in Barrow.

Afterwards, we will collate and analyse all responses and report in aggregate. This means we will share an overall summary with Westmorland and Furness Council rather than reporting each response separately.

You DO NOT HAVE to take part. It is completely up to you whether you do or not. And if you decide at any time to change your mind about taking part, you can do so without giving a reason.

Which organisations are involved in the research?



**Westmorland
& Furness
Council**

Westmorland and Furness Council have commissioned this research from GC Insight and their collaborators.



The independent lead of the consortium commissioned by Westmorland and Furness to undertake research into School buildings within Barrow.



Little Lion Research are part of the evaluation team alongside GC Insight.



K2 Architects are part of the evaluation team alongside GC Insight.



Lucid Design Studio are part of the evaluation team alongside GC Insight.



AtkinsRéalis

AtkinsRéalis are part of the evaluation team alongside GC Insight.

What information will you have about me?

If you have been invited to take part in:

1. Interviews: your contact details will have been shared with us by Westmorland and Furness Council.
2. Surveys: Westmorland and Furness Council have shared contact details to allow us to disseminate the survey.
3. Focus Groups: Either Westmorland and Furness Council or intermediary organisations and networks suggested by the Council have shared your contact details.

If you choose to take part in the research, we will additionally collect information relating to your experiences, thoughts and opinions, job titles and organisation details.

How will my information be stored?

Interviews and workshops that will be conducted over Teams and recorded will be processed as audio and visual data, as well as digital data. Only the people in the research teams at GC Insight and Little Lion Research will be able to see your personal data, including your thoughts and opinions shared with us.

Our digital systems and internal processes comply with GDPR and other data processing regulations. Once we have finished collecting responses from everyone, we will combine them all so that we can analyse and report our findings to Westmorland and Furness Council.

Your personal data will be kept for no more than six months after we have finished the project. At the moment, we expect this to be July 2027.

What can I do if I'm not happy with how my information is being used?

At any point, you can choose to not take part in the research, or for your information to be shown to you, changed or deleted. If you want to make a complaint about how your information is being stored or used, you can contact:



0161 528 1660 or dataprotection@gcinsight.co.uk

0303 123 1113 <https://ico.org.uk>

Is there any other information I might need to know?

Because we are looking after your personal data, there are certain laws that we need to obey, and certain things that we need to share with you.

Laws and codes	We follow the UK General Data Protection Regulation (GDPR) and the Data Protection Act (2018).
Data controller and data processor(s)	The data controller for your personal data for data protection purposes is Westmorland and Furness Council. You can contact the contract manager at steve.hatton@westmorlandandfurness.gov.uk The data processors are GC Insight and its consortium partners (Little Lion Research, K2 Architects, Lucid and AtkinsRealis).
What is 'personal data'?	Personal data is defined under the General Data Protection Regulation (GDPR) as "any information relating to an identifiable person who can be directly or indirectly identified by reference to an identifier".

Lawful basis for processing	The legal basis for processing is consent where data subjects are invited to participate in research or consultation activity, with explicit consent obtained before participation begins. For all other processing of personal data undertaken for the project, the legal basis is the performance of a task carried out in the public interest.
Where your data is stored	The information we collect during the interviews or focus groups will be kept in either the UK or the European Union. The platform used for collecting survey responses processes the data outside of the UK/EEA, but the data will be processed within the realms of UK GDPR. Your data will be stored in restricted access folders on our secure servers.
Important details about GC Insight	• Our address: Lee House, 90 Great Bridgewater Street, Manchester, M1 5JW • Our phone number: 0161 528 1660 • Our email address: enquiries@gcinsight.co.uk • Our company number: 3162288 • We are registered with the Information Commissioner's Office and our number is: ZB696723
Who else might have access to your personal data	We may have to share your personal data with: • Third party service providers that provide the necessary IT systems and software for us to be able to work.