

Talk With Tales for Children (TWiTCH) Study Privacy Notice for Parents/Carers



Durham University's responsibilities under data protection legislation include the duty to ensure that we provide individuals with information about how we process personal data. We do this in a number of ways, one of which is the publication of privacy notices. This privacy notice provides a general description of the broad range of processing activity at Durham University in a generic part (common to all of our privacy notices) as well as a tailored privacy notice covering the specific processing activity for the TWiTCH Study.

To ensure that we process your personal data fairly and lawfully we are required to inform you:

- Why we collect your data
- How it will be used
- Who it will be shared with

We will also explain what rights you have to control how we use your information and how to inform us about your wishes. Durham University will make the Privacy Notice available via the website and at the point we request personal data.

PART 1 – GENERIC PRIVACY NOTICE

Please access our [General Privacy Notice](#) online.

PART 2 – TAILORED PRIVACY NOTICE

This section of the Privacy Notice provides you with the privacy information that you need to know before you provide personal data to the University for the particular purpose(s) stated below.

Project Title: Talk with Tales for Children (TWiTCH) Research Study

This study collects personal data to support the TWiTCH research. TWiTCH is a training programme for staff working in nurseries which is provided by a team at Sheffield Hallam University. By changing the way that nursery staff do daily story time with children, TWiTCH aims to improve language skills and school readiness for children aged 3-4- years-old who are in nursery. To investigate whether TWiTCH works and how TWiTCH is done by nurseries, this study will look at:

- how TWiTCH changes children's language skills
- how TWiTCH changes school readiness
- how TWiTCH changes nursery practitioners' knowledge and practice
- how well the TWiTCH programme is delivered across different nurseries
- the views of nursery staff about TWiTCH.

To do this we will collect data as described throughout this privacy notice from people taking part in the study. The study is led by Durham University who are working with Navigator Insight Limited (formerly known as Qa Research) and with the University of Manchester. The study is funded by the Education Endowment Foundation (EEF).

The study aims to provide high quality evidence about the effectiveness of TWiTCH and the delivery of the programme.

Type(s) of personal data collected and held by the researcher and method of collection:

The research team at Durham University will collect personal data about your child and you at different times throughout the study. When signing up to the study (either through an online survey or paper signup form) we ask you to provide:

- your child's name, date of birth, address, sex, whether English is the main language spoken at home, child's nursery attendance pattern and hours, number of children's books in your household
- your name, phone number, email address, home address and postcode and highest level of educational qualification

We will also collect information about your child from your child's nursery. This information will include details about your child (including date of birth, sex, nursery attendance data, eligibility for Early Years Pupil Premium, Unique Pupil Number (UPN; if available) and name and address of the school your child will attend in the 2027/2028 school year.

We are working with Navigator Insight Limited, an independent research company, who will visit your child's nursery to assess your child's language and communication skills at the beginning of the study in September-November 2026 and at the end of the study in June-July 2027. This will involve audio recording the assessments both for scoring and quality assurance purposes. The scores from these assessments will be used in the study.

We will also use the national pupil database to follow-up your child's Early Years Foundation Scores at the end of reception. To do this we will link the data we have about your child with the National Pupil database held by the Office for National Statistics (ONS). We need to know which school your child attends to do this and we will contact you later in the study to confirm the school your child attends if your child's nursery has not been able to provide this information.

Lawful Basis for processing activities:

Under data protection legislation, we need to tell you the lawful basis we are relying on to process your data. The lawful basis we are relying on is public task (GDPR Article 6 (1): the processing is necessary for an activity being carried out as part of Durham University's public task, which is defined as teaching, learning and research. This study is classified as research.

How personal data is stored:

All personal data will be held securely and strictly confidential to the research team. Hard copies of personal data will be stored in locked storage units in offices at Durham University. Where possible hard copies will be scanned/uploaded and stored with other study electronic data and hard copies destroyed once appropriate checks are made. Electronic data will be stored electronically on encrypted servers and electronic devices authorised by Durham University. Access to this data will be restricted to the study team.

Data collected through electronic survey data may be temporarily stored on survey software websites where these websites have been approved by Durham University. Data will be downloaded from these sites and stored with other electronic data after the data collection period. Data on the survey websites will be deleted at the end of the study.

LanguageScreen assessment data will also be stored with OxEd, who provides the LanguageScreen online service where data is collected through an app, uploaded to OxEd and OxEd provide scores securely to the research team through their online portal. Navigator Insight Limited will also store

children's language assessment data on password protected tablets and encrypted audio recording devices during the assessment period. This data will be transferred to secure servers at Navigator Insight Limited for processing.

How personal data is processed:

The research team uses the personal data collected in this study to conduct research into the impact of TWiTCH. This includes the collection and analysis of children's language assessment data and school readiness data. Navigator Insight Limited will process your child's data to conduct the child language assessments. OxEEd will also process your child's data to provide the LanguageScreen assessment through their online service and will provide Navigator Insight Limited and Durham University with the LanguageScreen assessment data.

Data collected as part of this study will be collated together in a data spreadsheet or database which will be used for analysis of the study data. Access to this data will be restricted to the staff working on the research study.

We will use names and contact details for communication purposes in the delivery of the study and to match the data collected at different timepoints.

We will use information about your child's attendance at nursery to plan appropriate times for the assessments as well as to aid our understanding of the effect of the TWiTCH programme.

We will use your child's information to match to the National Pupil Database in order to collect Early Years Foundation Stage data at the end of Reception which will be analysed to look at the impact of TWiTCH on school readiness.

All information collected about you and your child, as detailed in the previous sections, will be analysed together with data from other children in the study to investigate the impact of the TWiTCH programme on children's language development and school readiness. The results of this study will be used to write a report and other academic publications. No individual child, parent/carer or nursery will be identified in any report or publication.

Withdrawal of data

You can request withdrawal of yours and you child's data until the data has been analysed which will start in July 2027. Once this has happened it will not be possible to withdraw the data from the findings. If you choose to withdraw your child's data from being processed as part of the study, your child can still participate in the TWiTCH programme in nursery. Should you withdraw from the study, any personal data provided up to that point will still be used unless you indicate otherwise.

Who the research team shares personal data with:

The research team at Durham University will share personal data with Navigator Insight Limited in order for them to conduct the child language assessments. We will also share data with OxEEd to enable Navigator Insight to do the LanguageScreen assessments with children.

Data will be shared securely using encrypted shared data space hosted by Durham University or the LanguageScreen secure upload service.

Contracts covering data sharing and processing will be put in place between Durham University and the organisations with whom we share data, to hold teams to high standards of data handling and security.

Data may be shared with third party services for processing of data for transcription purposes as described above or through the use of online platforms hosting survey services. These third-party services will only be used with approval from Durham University. No personal information will be shared outside of the European Economic Area.

At the end of the study, your child's personal data will be submitted to the Education Endowment Foundation's (EEF) data archive. At this point, the EEF and its archive manager are responsible for controlling and processing the study data. Your child's name, date of birth, postcode, setting, and UPN (where applicable) will be used to link to their record in the Department for Education's National Pupil Database (NPD). Further matching to NPD and other administrative data may take place during subsequent research. Anonymous data may be provided to approved researchers for other research purposes. For further information about how your child's data will be stored and processed in the EEF data archive please see <https://educationendowmentfoundation.org.uk/privacy-notices/privacy-notice-for-the-eef-data-archive>.

Please be aware that if you or your child discloses information which indicates the potential for serious and immediate harm to yourself or others, the research team may be obliged to breach confidentiality and report this to relevant authorities. This includes disclosure of child protection offences such as the physical or sexual abuse of minors, the physical abuse of vulnerable adults, money laundering, or other crimes covered by prevention of terrorism legislation. Where you disclose behaviour (by yourself or others) that is potentially illegal but does not present serious and immediate danger to others, the researcher will, where appropriate, signpost you to relevant services, but the information you provide will be kept confidential (unless you explicitly request otherwise).

How long is personal data held by the research team?

The personal information we hold about you will be anonymised or destroyed within 5 years of the end of the study by May 2034.

How to object to the processing of your personal data for this study:

If you have any concerns regarding the processing of your personal data, or you wish to withdraw your data from the study, contact Vic Menzies (victoria.menzies@durham.ac.uk) at Durham University by email.

The Research Team at Durham University will then liaise with their partners regarding the processing of your data for this project.

Further information:

If you have questions or concerns about how your data will be used for the TWiTH study, please get in touch by email to Vic Menzies (victoria.menzies@durham.ac.uk) who is the study lead.

Last updated: We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. This version was updated on the 9th July 2026.