# **TSST PHYSICS 2019 – 2020**

**ST CLEMENT DANES SCHOOL WD3 6EW**

Contact: Paula Moore on [moorep378@stclementdanes.herts.sch.uk](mailto:moorep378@stclementdanes.herts.sch.uk)

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| **Field** | **2019/2020** |
| 1. | Title: |
| 2. | First Name: |
| 3. | Last Name: |
| 4. | Maiden/Former Name: |
| 5. | Email address: |
| 6. | Phone number: |
| 7. | Date of Birth: |
| 8. | Has this participant previously undertaken TSST? Yes or No  [if yes, has taking a second TSST Course been agreed with the DfE?] Yes or No Previous TSST subject: |
| 9. | Is the participant currently employed by a school? Yes or No School URN: |
| 10. | Eligibility Criterion / Main Role (please highlight one that applies to you):  Teacher currently teaching TSST subject Teacher potentially teach TSST subject Overseas trained teacher Returning teacher [if Returning to teaching please provide Returners ID under 17.] Primary teacher teaching Y7/8 Primary teacher moving to secondary Supply teacher without a contract Academy teacher without QTS Newly qualified teacher  Participant with QTLS (answer question 11) |
| 11. | QTLS Membership Number (only answer if you have highlighted in question 10): |
| 12. | Teacher Reference Number (7 digits): |
| 12. | QTS: |
| 14. | Start Date: Monday 14th October 2019 |
| 15. | End Date: Monday 1st June 2020 |
| 16. | Privacy Notice Issued: Yes – on back of this form |
| 17. | Returners ID: |
| 18. | Initial Teacher Training Subject (please highlight):  French / German / Mandarin / Spanish / Physics / Mathematics / Other  If other, please specify: |
| 19. | Main subject taught (please highlight):  Art & Design / Biology / Business Studies / Economics / Chemistry / Citizenship / Core Maths / Design & Technology / Drama / Engineering / English / French / General Science / Geography / German / History  Humanities / ICT / Computing / Mathematics / Media Studies / Music / Not Currently Teaching / Other Modern or ancient language / Other science / PE / RE / Primary Curriculum / Secondary Mathematics / SEN |
| 20. | Additional subject taught, if any? |

**Applicant’s Declaration** *If you are submitting this form electronically we will accept a typed-in name as your signature.*

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| I certify that the information given on this form is correct to the best of my knowledge. Signature | Date |

**The Privacy Notice is on the next page.**

**Privacy Notice: TEACHER SUBJECT SPECIALISM TRAINING (TSST)**

The training you are applying for is funded by the Department for Education (DfE). For the purpose of data protection legislation, the DfE is the data controller for the personal data processed as part of the evaluation of STEM and MFL teacher supply and recruitment programmes.

**How your data will be used**

We will share with the DfE personal data, provided by you in your TSST application, in order for the DfE to:

(a) know who is participating in the training;

(b) confirm eligibility and funding for the training;

(c) link the information you provide in your application form to other information about you that they already hold (for example, on the Database of Qualified Teachers and School Workforce Census), or to which it is lawfully permitted access. This is to identify (for example) how many participants go on to teach in the TSST subject they have undertaken;

(d) contact you to take part in research related to your training. Please be aware that, if contacted, you are under no obligation to take part in research.

Your contact details are also shared with CFE Research (an organisation contracted by the DfE) who will use your data as a sampling frame to contact individuals to take part in interviews or surveys, to evaluate the training. CFE may also link the answers from these surveys/interviews to other information within the data, such as subject taught (where applicable). Please note that if contacted, you are under no obligation to take part and you can ask not to participate, or change your mind, at any time. Individuals will not be identified in any results of the evaluation.

**Lawful use of your personal data**

In lawfully using your data, conditions in the data protection legislation must be met. The relevant condition for the purpose of TSST is ‘*Schedule 2 (5)(c) of the Data Protection Act: that the processing is necessary for the exercise of a function of the Secretary of State of the Department’.*

**Storing your personal data**

All personal data shared with DfE (and its contracted organisations) will be handled securely and only accessed for the purposes of the evaluation of teacher training, recruitment and retention. Your data will only be stored for as long as required for the purpose(s) of this programme, and will then be securely destroyed. Please note that, under *section 33 of the Data Protection Act*, and in compliance with the relevant conditions, we can lawfully keep personal data processed purely for research purposes indefinitely.

**Your data protection rights**

You have the right to:

 ask for access to information about you that we hold;

 have your personal data rectified, if it is inaccurate or incomplete;

 request the deletion or removal of personal data where there is no compelling reason for its continued processing;

 restrict our processing of your personal data (i.e. permitting its storage but no further processing);

 object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics;

 not be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you.

Contact the DfE at www.gov.uk/dfe if you have concerns with this privacy notice.

Contact the Information Commissioner’s website for more details about your data protection rights at www.ico.org.uk/for-organisations/guide-to-data-protection/principle-6-rights.

**Withdrawal of consent and the right to lodge a complaint**

By applying for TSST, you are giving consent for DfE and its contracted organisations to process your personal data for the purpose of TSST, as stated above. You have the right to withdraw that consent. If you change your mind, or you are unhappy with the use of your personal data, please contact TSST.MAILBOX@education.gov.uk. Alternatively, you have the right to raise any concerns with the Information Commissioner’s Office (ICO) via their website at www.ico.org.uk/concerns.

**Last updated**

Updates to this privacy notice may be required periodically. Last updated: July 2018.