Evaluation Guidance for all TP Schools

National Tutoring Programme – Tuition Partners

We are very pleased that you have signed up to The National Tutoring Programme - Tuition Partners (the TP Programme). This guidance outlines the data your school will be required to share as part of the TP programme and its overall monitoring and evaluation.

The guidance also briefly outlines how your school can further support the evaluation of the TP programme with existing assessment data for your pupils and how you can contribute to surveys and interviews to share your views. Further information will be sent to you about this by the Evaluator (see below).

1. Why is the TP programme being evaluated?

The Education Endowment Foundation (EEF) has commissioned an independent evaluation of the TP programme, to ensure that key lessons about tutoring are identified and shared with tutoring providers and schools.

The evaluation aims to quantify the overall impact of the TP programme on pupil attainment, and will look at how this varies by different types of tutoring, pupils, and schools. The evaluation will also analyse the experiences of schools, tutors and pupils in order to improve the delivery of similar programmes in the future.

The evidence generated through this evaluation will be used to improve the delivery of the TP programme, support the Tuition Partners and tutors to design and deliver effective tutoring, and help schools better target and engage disadvantaged pupils.

The Evaluator is a consortium led by the National Foundation for Educational Research (NFER) along with Kantar and the University of Westminster.

2. What types of data will schools need to provide?

Schools will provide information about their school and their pupils. This is in line with the types of data that would be needed for programme delivery. As part of the TP Programme and its overall monitoring, all participating schools have agreed to share the following data with their Tuition Partner, who will share this with the Evaluator:

- School level information including the name and contact details of the Headteacher and the TP School Lead.
- Pupil background data for those pupils who will receive the tuition
- Pupil data about tuition delivery.

In signing up to the TP Programme, you have already shared contact details for your headteacher and TP School Lead with your TP. They will share these with the Evaluator, so that the Evaluator can contact you about other aspects of the evaluation (see Section 7).

As part of the TP Programme, all participating schools are also aware that the Evaluator will match your pupil data to the NPD. Note, the Evaluator may also access unnamed NPD data for other pupils in your school.

Your Tuition Partner will request your school and pupil data at agreed points throughout the TP Programme. Templates will be provided to enable you to share this data. Your TP will then share this data with the Evaluator.

Information about data sharing, Privacy Notices and how to withdraw from data processing is provided later in this document.

3. Pupil data

Pupil data for the tuition delivery

Data required	The name, Unique Pupil Number (UPN), Date of birth, Year group, Main subject of tutoring, whether the pupil has Special Educational Needs and their eligibility for pupil premium – for all pupils offered to take part in the TP programme. Note that additional variables will be collected directly from the National Pupil Database (NPD), such as gender and ethnicity.
Why is this data needed	To provide the Tuition Partner with the names of pupils who will receive tutoring.
	To allow the evaluation to analyse whether all targeted pupils received tutoring, and if not, whether some subgroups of pupils are more/less likely to receive/take up tutoring. To allow the evaluation to measure the impact of the programme on the pupils involved.
	To ensure that EEF has aggregated data on the types of pupils receiving tutoring and can ensure the programme is reaching the pupils intended.
When is the data required	Your Tuition Partner will request this data from your school once they have received your school's completed MoU.
	If any new pupils are identified to receive tutoring, then you should also share these new pupils' information with your TP.

How will this data be collected	Your school will need to input the pupil data directly into the online tutoring platform, where it will be securely stored. Tuition Partners then share this data with the Evaluator in a template using a secure portal hosted by the Evaluator. Tuition Partners also share high-level summaries of this data with EEF.

Note:

Your TP will be recording pupils' attendance at tutoring sessions. You may wish to keep your own records in a similar way. You can refer to document [7] to help with do this if you wish.

4. What other information is available about the evaluation? And, what should schools do with this information?

Your Tuition Partner will have provided your school with access to copies of privacy notices and withdrawal forms which contain further information about the evaluation, data sharing and participants' rights related to this process:

Name of Document	Action required
Parent Privacy Notice	A copy of this document should be made available to the parents of the pupils who you have identified to receive tuition as part of the TP programme.
Parent Withdrawal Form	Please share the document with the parents of the pupils who you have identified for tuition. This form allows for parents to remove their child from data sharing. Any completed forms should be returned to the School TP Lead. The School Lead should then inform the Tuition Partner. Your TP will remove the personal data from their records. (Note, the TP will inform the Evaluator, who will also remove the personal data from their records.)
KS4 Pupil Privacy Notice (document will be shared where appropriate)	A copy of this document should be made available to KS4 pupils who you have identified to receive tuition as part of the TP Programme.
KS4 Pupil Withdrawal Form (document will be shared where appropriate)	Please share the document with KS4 pupils who you have identified for tuition. This form allows for KS4 pupils to remove themselves from data sharing. Any completed forms should be returned to the School TP Lead who should then inform the Tuition Partner. Your TP will remove the personal data from their records.

	(Note, the TP will inform the Evaluator, who will also remove the personal data from their records.)

5. Can parents or pupils withdraw from the programme and/or evaluation?

The school's Headteacher made the decision to participate in the programme when completing the MoU. Key Stage 4 pupils can choose to withdraw from the data processing at any time. They can do this by returning the withdrawal form included in this pack. For Key stage 1-3 pupils, this decision must be made by parents using the corresponding form.

A school, teacher or pupil can withdraw from the programme at any time. Schools must notify the TP and the Evaluator of any pupil who is withdrawn from the programme or evaluation.

A Privacy Notice for the programme and evaluation is available in the following links

Privacy notice for schools and staff:
https://www.pearson.com/content/dam/one-dot-com/one-dot-com/uk/documents/educator/schools/ptp/school-privacy-notice.pdf

Privacy notice for parents:
https://www.pearson.com/content/dam/one-dot-com/one-dot-com/uk/documents/educator/schools/ptp/parent-or-carer-privacy-notice.pdf

Privacy notice for KS4 pupils:
https://www.pearson.com/content/dam/one-dot-com/one-dot-com/uk/documents/educator/schools/ptp/ks4-pupil-privacy-notice.pdf

Privacy notice for your Tuition Partner:
https://www.pearson.com/uk/educators/schools/pearson-tutoring-programme/ntp-and-privacy.html

6. Secure data transfers

All personal data <u>must</u> be shared in a secure manner.

Between schools and Tuition Partners

All personal data that is shared between schools and the Tuition Partner will be inputted directly into the online tutoring platform, where it will be securely stored.

Between Tuition Partners and the Evaluator

All personal data that is then shared between the Tuition Partner and the Evaluator is confidential and will be shared using the Evaluator's secure portal.

Between schools and the Evaluator (where applicable)

If your school is asked to provide personal data directly to the Evaluator (see Section 7 below), this will be done so through a secure portal set up for your school to use throughout the evaluation.

7. What other evaluation activities can our school choose to participate in?

Once your school has signed your MoU and joined the programme, the Evaluator will contact your TP School Lead about your school's involvement in additional activities to support the evaluation. We really hope you will be able to take part in some of these.

The success of the evaluation, and therefore the strength of the evidence about the TP programme is dependent on the data provided by schools. Your school's data and views will be extremely valuable to help understand the impact of TP and how the programme and tutoring can be developed in the future.

Attainment data

Schools may also be able to provide valuable assessment information for the evaluation. The Evaluator will ask you whether your school has existing assessment data for pupils in year groups receiving tuition, and explain how you can provide this data for the evaluation, if you agree. These schools will also be asked to provide session attendance data for their pupils being tutored.

Surveys/interviews

All schools will be invited to take part in online surveys for headteachers and classroom teachers. These surveys will be a valuable opportunity to share your views on the programme.

Some schools may be asked to take part in interviews and/or focus groups with headteacher, teachers and pupils.

8. Any questions?

If you have any queries on the delivery of the tuition or data requested by the TP, please contact your Tuition Partner ntpmanager@pearson.com

If you have any queries on evaluation or assessment data sharing please contact NFER on TuitionPartners@nfer.ac.uk

Further information on the evaluation and privacy notice can also be found at: https://www.nfer.ac.uk/for-schools/participate-in-research/evaluation-of-tuition-partners/