

## **DATA PROTECTION DECLARATION – TIMSS 2019 SCHOOL QUESTIONNAIRE**

### **Identity and contact details of controllers:**

*National TIMSS Center  
Centre of Educational Research and Evaluation  
Pedagogical Institute  
40, Macedonias Avenue  
2238, Latsia  
Tel: 22 402388  
Fax: 22 560118  
Website: <http://www.keea.pi.ac.cy/timss/>  
Email: [timss@cyearn.pi.ac.cy](mailto:timss@cyearn.pi.ac.cy)*

and

*IEA  
Keizersgracht 311  
1016 EE Amsterdam  
The Netherlands  
Telephone: +31 20 625 3625  
Email: [secretariat@iea.nl](mailto:secretariat@iea.nl)*

### **For which purpose are data collected and processed?**

The data collected during the Trends in International Mathematics and Science Study (TIMSS 2019) will be used exclusively for scientific purposes. TIMSS is an educational research project sponsored by the International Association for the Evaluation of Educational Achievement (IEA).

### **Which information is requested?**

The principals (if a principal is not available, other equally qualified personnel) of participating schools are invited to complete the TIMSS 2019 School Questionnaire in order to provide the study with information about the characteristics and resources of the school, instructional time, principals' experience and education, and with principals' opinion data.

- Participation in TIMSS is mandatory for the schools.
- Consent for collecting and processing the data is declared by filling in and returning the completed questionnaire.
- Contact details of the person in charge of queries regarding data protection issues:

*Andreas Polydorou  
Centre of Educational Research and Evaluation, Pedagogical Institute  
40 Macedonias Avenue, 2238, Latsia  
Tel.: 22402455  
Fax: 22560118  
Email: [polydorou.a@cyearn.pi.ac.cy](mailto:polydorou.a@cyearn.pi.ac.cy)*

**What kind of data are collected?**

Data from answers to the questions every completed TIMSS School Questionnaire are collected and stored. This is in the form of numbers representing selections (for example, a multiple choice question), or values (for example, a figure for number of students in the target grade).

This information cannot, in and of itself, be used to identify individual respondents by name, however an ID is recorded to uniquely identify each school. The relationship between this ID and the school name, or national registration number, is known to the school coordinator, the national center conducting the study, Statistics Canada (Ottawa, Canada) which prepares the sample of schools for the participating countries, and IEA, but is not shared with any other third parties.

**Where, how and for how long are data from TIMSS stored?**

TIMSS data are stored securely and cannot be accessed by any external persons or systems. Moreover, any IEA employees who access the data for processing have been suitably briefed on what constitutes an acceptable treatment of data and have signed a confidentiality agreement.

**The data are stored as follows:**

Response data are stored indefinitely so that they remain available for analyses. These responses eventually result in a database that allows researchers to compare education systems worldwide (see Public accessibility below).

Data are processed centrally at the IEA in Hamburg, Germany. All data arriving for data processing are submitted without names – only the school ID numbers.

**With whom and how are data from TIMSS shared?**

Response data are sent from national research centers to the IEA, via a secure FTP server, in a pseudonymous form, that is: processed in such a manner that the personal data can no longer be attributed to a specific data subject without the use of additional information (any such additional information being kept separately and subject to technical and organizational measures to ensure that the personal data are not attributed to an identified or identifiable natural person).

TIMSS is directed by the International Study Center (ISC) based at Boston College, USA, and most of the data analyses occur there. Response data are required for the analysis but are sent to the ISC, via a secure FTP server, in a pseudonymous form. ISC employees who access the data for analyses have signed a confidentiality agreement. The transfer of the data to the USA, as a third country, is safeguarded by appropriate and suitable measures like a specific Data Processing Agreement and European Standard Contractual Clauses.

The data are also shared back, again over secure FTP server, with the National TIMSS Center in Cyprus.

**Related data**

Along with the principals, teachers and students are also asked to complete a questionnaire. Fourth grade students' parents or legal guardians are also asked to complete an Early Learning Survey. Information coming from these sources is linked in the final international research database (IDB).

**Public accessibility**

The final international research database will be accessible to the public from the following sites:  
<https://www.iea.nl/data> (Hamburg, Germany)  
<https://timssandpirls.bc.edu/index.html> (Boston, USA)

All data in the database are pseudonymous, and cannot be linked to individuals.

**Automated decision-making and profiling**

No automated decision-making, including profiling, referred to in Article 22 GDPR is conducted.

**Rights of Data Subjects**

Data Subjects are entitled to the rights set out in Articles 15-20 GDPR.

Data Subjects have the right to lodge a complaint with a supervisory authority.

*Pantelis Panteli  
First Education Officer, Directorate of Secondary Education  
Ministry of Education and Culture  
Kimonos & Thoukidides P.O.Box 1434, Nicosia  
Tel: 22800634  
Fax: 22806352  
Email: ppanteli@schools.ac.cy*