Privacy policy statement

Australian Teacher Workforce Data (ATWD) initiative

1. The Australian Teacher Workforce Data (ATWD) initiative is funded by Education Ministers Meeting (EMM) and managed by the Australian Institute for Teaching and School Leadership Limited (AITSL) under the supervision of the ATWD Oversight Board.
2. As a joint project between all Australian state, territory and Commonwealth governments, the initiative is building a national asset that combines and connects data relating to all initial teacher education (ITE) students and teachers in the workforce over time.
3. The ATWD is comprised of data from three sources:
    - teacher registration data provided by teacher registration authorities (TRAs)
    - initial teacher education (ITE) data and Quality Indicators for Learning and Teaching (QILT) survey data from the Australian Government Department of Education (the Department)
    - teacher workforce data from AITSL's annual Australian Teacher Workforce Survey.

Data Information Handling

Teacher registration data

4. Teacher regulatory authorities (TRAs) are the state and territory bodies responsible for teacher registration in Australia. Teacher registration data is transferred by the relevant teacher registration authority directly to the Australian Institute of Health and Welfare's (AIHW)[1] secure Validata™ data storage system to incorporate into the ATWD in accordance with the legislation under which the data was collected in the first instance and under the *Australian Institute of Health and Welfare Act 1987 (Cth)* (AIHW Act) and the *Privacy Act 1988* (Cth) (Privacy Act).
5. Personal and identifying information is handled by the AIHW in accordance with the AIHW Privacy Statement, which can be found at https://www.aihw.gov.au/about-us/privacy-policy/aihw-privacy-policy
6. Once most personal information has been removed, the remaining de-identified and linked data is made available to approved members of AITSL's ATWD team within the AIHW's Secure Environment for Accessing Data (SEAD), following a formal data egress request.
7. A limited amount of personal information is retained in the data made available to the ATWD (age, gender and Statistical Area of address); however this information does not enable identification of individual teachers. Only de-identified data is used by AITSL for reporting, analysis and research purposes and will always be aggregated.
8. To access data in the secure environment, approved members of the ATWD team at AITSL work in accordance with the standard practices established by the AIHW for accessing data, including their onboarding and confidentiality requirements.

[1] The AIHW is an Australian Government statutory authority that is an Accredited Integrating Authority (AIA) to perform data linkage by the Cross Portfolio Data Integration Oversight Board and provides data collection, storage and linkage services for the ATWD initiative. The AIHW's robust data governance arrangements, including the provisions for data collection, sharing and release, as well as the archiving, return, retirement and destruction of data collections, are outlined in the AIHW's Data Governance Framework.

Department of Education data

9. The Department provides ITE data from the Higher Education Student Data Collection (HESDC), which includes records for students enrolled in any ITE program in Australia. Additionally, data from the Australian Government's QILT suite of surveys[2] for students enrolled in ITE programs in Australia are included in the ATWD to provide insight into the outcomes and experiences of ITE students and graduates.

10. HESDC data is transferred by the Department directly to the Australian Institute of Health and Welfare's (AIHW) secure Validata™ system, while QILT survey data is transferred to Validata™ by the Social Research Centre (SRC), which has been the independent administrator of the QILT surveys for the Australian Government since 2014. AITSL only receives the de-identified data from AIHW.

Australian Teacher Workforce Survey data

11. The Australian Teacher Workforce Survey data is an annual, voluntary survey of registered teachers in Australia, which commenced in 2018. The survey collects data directly from participating teachers in each state and territory on the practical elements of teaching and insights into the teacher workforce that are not collected elsewhere.

12. The Australian Teacher Workforce Survey is implemented using Alchemer, a web-based survey platform licensed from Alchemer Limited and managed by AITSL. AITSL works with each TRA to implement the survey in their respective jurisdiction each year. Alchemer Limited provides secure data hosting services in the European Union (EU) and is governed by the General Data Protection Regulation (EU GDPR).

13. Survey responses are only accessed outside of the secure environment by the ATWD project team for the purposes of resolving participant-reported issues preventing survey completion and requests for assistance.

14. Data collected for the Australian Teacher Workforce Survey may include personal data, or data which may be identifying when combined, such as:
    - year of birth
    - gender
    - culture or ethnicity (including Aboriginal or Torres Strait Islander status)
    - languages spoken at home
    - disability status
    - name of employing institution (i.e. name of school, early childhood service / early learning centre or preschool)
    - nature of current teaching position: teaching and non-teaching duties
    - subjects and levels taught
    - professional development
    - wellbeing and job demands
    - teacher career intentions: intention to remain or leave teaching
    - factors affecting intention to leave teaching prior to retirement

15. Survey responses are provided to AIHW using the secure Validata™ portal for the purpose of de-identifying the data.

16. Following the upload to Validata™, AITSL retains completed responses in Alchemer for a period of twelve months while the data linkage process is undertaken by the AIHW, and it can be confirmed that no errors have occurred during the upload process. After this, responses are deleted, with the exception of a small set of non-identifying information that is used to inform future Teacher Survey timing, implementation and linkage. The retained information comprises the timestamp at commencement and completion of survey, survey URL ID, survey URL code and survey status (e.g. "complete").

[2] Specifically, data from the Student Experience Survey (SES), the Employer Satisfaction Survey (ESS) and the Graduate Outcomes Survey (GOS) for students and graduates of ITE programs.

How to complain about a possible breach of privacy

17. AITSL is committed to protecting your privacy. You can make a complaint if you believe we may have breached your privacy or our privacy obligations. We take all complaints seriously and are committed to quickly and fairly resolving them. If the matter is complex and takes longer to investigate that we first expected, we will keep you informed about when you will receive a response.

18. If you have a privacy complaint, you can contact the AITSL Privacy Officer at privacy.officer@aitsl.edu.au or you can ask the Office of the Australian Information Commissioner (OAIC) to review your complaint and our response.

Who else should I contact regarding my ATWD information?

19. If you are a registered teacher in Australia and do not wish to participate in the Australian Teacher Workforce Survey, you will need to email atwd@aitsl.edu.au. The ATWD team will in turn advise the relevant TRA that you do not wish to participate in the survey and the TRA will take steps to ensure you are not sent an email invitation to do so. Alternatively, you may contact your TRA directly to advise them that you do not wish to participate in the Australian Teacher Workforce Survey. A list of all TRAs in Australia and links to their websites is available on the AITSL website here.

20. Additional details about the legislation and privacy statements for each workforce data provider can be found on the respective website for each of the TRAs, AIHW and Alchemer. Information on the EU GDPR can be found at https://gdpr-info.eu/.