

A description of the processing of personal data for scientific research purposes (privacy notice; Articles 13, 14 and 30 of Regulation (EU) 2016/679)

26.09.2019

1. Personal data processed in IKI – Map and Compass of Innovative Language Education

The following personal data will be collected from you: contact information and observations notes.

If you are a teacher, an early childhood educator, school's or kindergarten's representative, then according to given permissions: photos of materials and of learning spaces, additional materials, interview answers and video material.

This privacy notice has been published on the website of the study (www.jyu.fi/iki), and the electronic survey includes a direct link to this information. For a more comprehensive description of the processing of your personal data please ask for more information from the project's researchers. For contact information, please see the end of this document.

2. Legal grounds for the processing of personal data for research/archiving purposes

Consent given by the research subject (Article 6.1(a), GDPR)

The following special categories of personal data or personal data about criminal activities or convictions will be processed/collected during the study:

Race or ethnic origin. The video material might give away some information about race or ethnic origin.

The prohibition of processing special categories of personal data will be deviated from on the following grounds:

Express consent given by the research subject (Article 9.2(a), GDPR)

Transferring personal data outside the EU/EEA

During this study, your personal data will not be transferred outside the EU/EEA.

Protection of personal data

In this study, the processing of personal data is based on a proper research plan, and responsible person has been appointed for the study. Your personal data will only be used and disclosed for purposes of conducting historical or scientific research or for other similar purposes (statistics and theses), and it is otherwise ensured that no data about you is disclosed to unauthorised parties.

Parents and guardians of the children involved: The gathered material will also be used for sharing innovations, teaching and development purposes after the direct identifiers have been deleted.

28 March 2019

Teachers, early childhood educators, schools and kindergartens: The gathered material will also be used for sharing innovations, teaching and development purposes either after the direct identifiers have been deleted or with the personal data if you have given a consent to sharing your personal data when sharing your innovation.

Prevention of identifiability

- Data will be analysed using direct identification data because the video material includes some identification data even though it will be processed with a filter that makes it difficult to recognize individuals.
- Teachers early childhood educators, kindergartens and schools: You will be requested to give your express consent to the publication of your personal data when reporting research results (e.g. expert interviews)

Please notice that in the case of rare innovations or contexts it might be possible to identify the school or teacher even when the direct identifiers are not shared.

Personal data used in the study will be protected by means of

- username
- password
- access control (physical facilities)

The researchers have completed data protection and information security training.

- Yes

Agreements have been signed with research assistants and/or processors/joint controllers of personal data. Also the students who are involved with data gathering will sign an NDA (non-disclosure agreement).

- Yes

The processing of personal data after the study

After the IKI related studies have been finished the original videos will be removed. The edited versions of the videos with filters, which make identification difficult, can be used for teaching purposes. Direct identifiers will be deleted/edited from photographs and observation notes away during the study.

The anonymised part of the data will be archived permanently to the Open Science Center (<https://openscience.jyu.fi/fi>).

- The research register will be anonymised, i.e. all identifiers will be fully removed so that no persons can be identified from the data, and no new data can be merged with the data.

Controller(s) and researchers

The controller is the party which, alone or with another party, defines the goals and means of the processing or personal data, as well as the organisation(s) and person(s), and is responsible for the lawfulness of processing.

The controller for this study is:

University of Jyväskylä, Seminaarinkatu 15, P.O. Box 35, 40014 University of Jyväskylä. Tel.: +358 (0)14 260 1211, business ID: 0245894-7.

Data protection officer of the University of Jyväskylä: tietosuoja@yu.fi, tel.: +358 (0)40 805 3297.

Person in charge of the study: : Josephine Moate, +358408053350, josephine.m.moate@jyu.fi, RuusuPuisto, RUU-Rakennus, Alvar Aallon katu 9, 40014 JYVÄSKYLÄN YLIOPISTO

Contact person(s):

Tea Kangasvieri, +358406452817, tea.s.m.kangasvieri@jyu.fi, RuusuPuisto, RUU-Rakennus, Alvar Aallon katu 9, 40014 JYVÄSKYLÄN YLIOPISTO

Anu Palojärvi, +358407683248, anu.k.palojarvi@jyu.fi, RuusuPuisto, RUU-Rakennus, Alvar Aallon katu 9, 40014 JYVÄSKYLÄN YLIOPISTO

Liisa Ranta-Ylitalo, liisa.e.ranta-ylitalo@jyu.fi, Athenaeum , A-rakennus, Seminaarinkatu 15, 40014 JYVÄSKYLÄN YLIOPISTO

Researchers: The persons who process personal data are in a contractual relationship with the university. More information about these persons is available from the person in charge of the study.

Rights of data subjects

Withdrawal of consent (Article 7, GDPR)

You have the right to withdraw your consent if the processing of personal data is based on consent. Withdrawing consent does not have any impact on the lawfulness of processing based on consent carried out before the withdrawal.

Right to access data (Article 15, GDPR)

You have the right to obtain information about whether your personal data is processed, and which personal data is processed. If required, you can request a copy of the personal data processed.

Right to have data rectified (Article 16, GDPR)

If there are any inaccuracies or errors in the processing of your personal data, you have the right to request your personal data to be rectified or supplemented.

Right to have data erased (Article 17, GDPR)

You have the right to request your personal data to be erased in certain situations. However, the right to have data erased does not exist if the erasure prevents the purpose of processing from being fulfilled for scientific research purposes or makes it much more difficult.

Right to the restriction of processing (Article 18, GDPR)

You have the right to restrict the processing of your personal data in certain situations, such as if you deny the accuracy of your personal data.

Right to have personal data transferred from one system to another (Article 20, GDPR)

You have the right to obtain the personal data you have given in a structured, commonly used and machine-readable format, and the right to transmit that data to another controller if possible, and if processing is automated.

Derogation from the rights of data subjects

Derogation from the aforementioned rights is possible in certain individual situations on the basis of the GDPR and the Finnish data protection act, insofar as the rights prevent scientific or historical research

purposes or statistical purposes being fulfilled or make it much more difficult. The need for derogation must always be assessed separately in each situation.

Profiling and automated decision making

In this study, your personal data will not be used in automated decision making. In this study, the purpose of the processing of personal data is not to assess your personal characteristics, i.e. profiling. Instead, your personal data and characteristics will be assessed from the perspective of broader scientific research.

Executing the rights of data subjects

If you have any questions about the rights of data subjects, please contact the university's data protection officer. All requests related to the execution of rights must be sent to the registry office of the University of Jyväskylä. Registry office and archive, P.O. Box 35 (C), 40014 University of Jyväskylä, tel.: +358 (0)40 805 3472, email: kirjaamo@jyu.fi. Visiting address: Seminaarinkatu 15, Building C (Main Building, 1st floor), Room C 140.

Any data breaches or suspicions of data breaches must be reported to the University of Jyväskylä.
<https://www.jyu.fi/en/university/privacy-notice/report-data-security-breach>

You have the right to file a complaint with the supervisory authority of your permanent place of residence or employment if you consider that the processing of personal data is in breach of the GDPR. In Finland, the supervisory authority is the Office of the Data Protection Ombudsman.

Office of the Data Protection Ombudsman
Ratapihantie 9, 6th floor, 00520 Helsinki, P.O. Box 800, 00521 Helsinki
Tel.: +358 (0)29 566 6700
Email (registry office): tietosuoja@om.fi