

Dear parent/guardian.

The school uses a web-based self-evaluation system called Skólapulinn to monitor its operations and improve the school. One important part of that self-evaluation is asking parents about **school quality, communication with the school, parental commitment and their children's homework.**

The purpose of this letter is to inform you of the school's intention to implement the system. Parents of students in all age groups take part in this survey in February. In large schools a probability sample is taken from a list of parents that the school sends in January. In smaller schools all parents are offered to take part.

Results are displayed as means and ratios for groups in the beginning of March given that an 80% response rate has been attained. As well as being used by the school, the results are deployed by Skólapulinn staff for statistical analysis for example for education offices, ministries and scholars to give further insight into school development and educational environment across the country.

The processing of the survey fulfils the requirements of Act no. 90/2018 on Data Protection and the Processing of Personal Data and complies with the European Council's GDPR Regulation. Four processes have been developed for this purpose:

- ✓ **All personal data is deleted before the survey begins** unless a respondent asks specifically to be reminded if they forget to complete the survey. In such instances, personal data is automatically deleted once the survey has been completed.
- ✓ **All messaging is encrypted (https:)** which reduces the risk of real-time monitoring of responses.
- ✓ **Open-ended answers are saved separately from other responses in the survey** so information in open-ended answers cannot be linked in any way to answers to multiple choice questions in the survey.
- ✓ **The use of cookies is limited**, see further information on www.visar.is under *Privacy Policy*.

Visar rannsóknir, the administrator of the survey, is a member of ESOMAR, the global association for the data and insights industry, and operates according to the organisation's code of conduct. Further information on security measures can be found in the Privacy Policy at www.visar.is. For further information on technical and organisational security measures, e-mail personuvernd@visar.is.

If you do not want to take part, please contact the school's office. Further information on the self-evaluation system can be found here: www.skolapulinn.is/um. You can also contact Skólapulinn by phone at 583-0700 and by email: skolapulinn@skolapulinn.is.