

Special Licence: Project application form



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EXAMPLE

Definitions

Licence holder: the licence holder(s) specified in section 1.

Data depositor: depositor of the studies detailed in section 2.3.

Data: the special licence study numbers detailed in section 2.3.

Dispute arbitrator: The Economic and Social Research Council (ESRC).

How to complete this form

This application form should be completed by the project lead. The project lead will be the single point of contact for the UK Data Service in relation to this project both at the application stage, and through the full lifetime of the project. The project lead will be contacted with reminders about project expiries, and must submit any extension requests, or requests to vary the project or project team members.

For a research project being undertaken by academics the project lead **does not** have to be the Principal Investigator. Where there is funding associated with a project the project lead **does not** have to be the award holder.

If more than one person is involved in the project and will have access to the data you are applying for, list them in section 1.2 and ensure **each additional** team member completes the Special Licence additional researcher form.

Only list individuals who **will see the raw data** in Section 1.2.

If you are a student conducting research related to your studies your supervisor **only** needs to be listed in Section 1.2 if they will be consulting the raw data.

We recommend the project lead liaises with all project team members to finalise the project details and ensures all necessary documentation is gathered before submitting to the UK Data Service by email to help@ukdataservice.ac.uk.

The project lead and **all** individuals listed in Section 1.2 must **also** complete and submit a signed UK Data Service Special Licence User Agreement.

1. About your project

| | |
|---|--|
| UK Data Service project number <i>This is found on your UK DataService account</i> | 999999 |
| Project title | Teaching Market in England - 2021 |
| Project start date <i>When do you want to start working with the data?</i> | 01/04/2023 |
| Project end date <i>When do you plan to complete your project work?</i> | 31/03/2024 |
| Is your project funded? <i>Funding is not mandatory but provides additional reassurance for the project</i> | Yes |
| If yes, which organisation/institution is funding the research? | JSRI – the project is being funded internally. |

Project lead/project team details:

1.1 Project lead

Please list the details of the project lead as listed on the UK Data Service website.

| | |
|---|---|
| First name(s) | John |
| Surname | Smith |
| Institution/Organisation | John Smith Research Institute |
| Institution/Organisation Address | 1 The Street, The Town United Kingdom |
| Telephone number | 01235 456789 |

| | |
|---|--|
| <p>Email:</p> <p><i>This must be the email address associated with your UK Data Service user account</i></p> | <p>John.smith@jsmith.co.uk</p> |
| <p>Location of access</p> <p><i>Please state the site of access for the project lead. Include the address of where the data will be hosted and stored, including your organisation/institution name:</i></p> | <p>Data will be accessed from and stored at the JSRI office: 1 The Street, The Town, United Kingdom</p> |
| <p>Measures in place to protect the data</p> <p><i>Refer to section 4.1.1 (on page 8) of the Research data handling and security guide for users when completing this section.</i></p> | <p>The data will be stored on an institutionally provided laptop. The whole laptop will be encrypted. Access to the laptop will be via a user-name and password that only I have access to.</p> <p>When not in use the laptop will be stored out of sight in a locked desk. I work in an office shared with two other members of staff who cannot see my screen and the office is locked when not in use.</p> <p>The data will only be accessed from my institutional premises.</p> <p>Data will be securely removed from the drive at the end of the project and confirmed directly with the UK Data Service.</p> |

Please note: Home working access is available for some Special Licence data, see [Special Licence home working arrangements](#), and the list of studies approved for home working access. If home working access is required, complete the Appendix of the Special Licence User Agreement.

1.2 Research team

In addition to the project lead details given above, please list the names and email address of all member(s) of your research team who **will access** the data.

- All researchers listed below should be invited to the project on the [UK Data Service website](#).
- Each person listed below will need to complete a Special Licence additional researcher form **and** a Special Licence User Agreement.

| Name | Email address |
|-----------------|------------------------------|
| Marina Gonzales | Marina.gonzales@jsmith.co.uk |
| | |
| | |
| | |
| | |

Add additional rows to the table if necessary.

2. Project details

The information you provide here will be used by the data owner to make a decision about whether or not to approve your application to use this data.

2.1 Abstract

Using plain language, without jargon, please include a short description of the project and its benefits.

Each year, JSRI publishes a report on the teaching market in England. By measuring the key indicators and trends of teacher supply and working conditions, the report measures the progress the English school system is making towards meeting the teacher supply challenge. The report focuses on developing insights into the extent of the teacher supply issue and making recommendations about how evidence-based policies can be implemented to improve teacher supply. We aim to make certain that the insights and recommendations from the research are used by the government in order to develop policies that ensure a sufficient supply of teachers in future.

2.2 Research proposal

Please provide a full and detailed description of the purpose for which the data are requested, describing the aims of the project. Where research is part of a larger programme, please include details below.

Each year, JSRI publishes a report on the teaching market in England. This report assesses the progress the English school system is making in meeting the teacher supply challenge by measuring key indicators and trends related to teacher supply and working conditions. The report focuses on developing insights into the extent of the teacher supply issue and making recommendations about how evidence-based policies can be implemented to improve teacher supply.

Many publications, including Teaching World, have cited the report's findings and recommendations. Department for Education and other stakeholders also use the findings to inform their thinking about the state of the teacher labour market. The government should use the insights and recommendations from the research to develop policies that will ensure a sufficient supply of teachers in the future.

To maintain a high quality education system, teachers and school leaders must be recruited, developed, and retained. Despite this, England's school system faces the significant and growing challenge of ensuring that sufficient numbers of high-quality teachers are employed. School districts that fail to meet the teacher supply challenge may have to staff their schools with more supply teachers and deploy non-subject specialists to teach some subjects. These methods may be detrimental to pupils' learning and development.

Our goal is to inform stakeholders about the extent of the problem and make recommendations on how evidence-based policy measures can improve teacher supply. To reduce the negative effects of under-supply on learning, we want these policy recommendations to be adopted and implemented.

To better understand trends in teacher recruitment, retention, and working conditions, a range of datasets will be analysed. It is necessary to understand all trends at a national level in order to have a comprehensive understanding of teacher supply, how it has changed in recent years, how it may evolve in the future, and how policy interventions might influence it.

The trends in recruitment and retention of teachers over the past twelve years will be examined. This will also be examined in relation to trends in pay competitiveness compared to other occupations. The analysis will make use of other datasets, so it is not included in this request.

Recruitment and retention challenges are not solely related to pay. As such, we will use data from the XXX to provide additional context to these issues. Other occupations will be compared against the workload of teachers

The data will be compared with those of other occupations to see how teachers' workload and well-being compare. By using statistical matching, we will ensure that our results aren't skewed by differences in age, gender, highest qualification and region. Using this component of the analysis, we hope to provide a more complete picture of the key drivers, and possible policy solutions, behind retention and recruitment.

2.3 Data required for the project

List the UK Data Service study number and full study title.

In this section you only need to detail Special Licence studies required (data subject to the Special Licence user agreement). For example: [SN 7944 - Affluent Worker in the Class Structure, 1961-1962: Special Licence Access.](#)

Understanding Society: Waves 1-12, 2009-2021 and Harmonised BHPS: Waves 1-18, 1991-2009: Special Licence Access. Study number: SN 6931

Understanding Society: Waves 1-12, 2009-2021 Special Licence Access, Census 2011 Layer Super Output Areas. Study number: SN 7248

2.4 Justification

Please provide a justification as to why you are requesting access to the data listed in section 2.3. You should include:

- An explanation as to why you require these data, including information about specific variables or questions of interest and how you'll use these in your research.
- An explanation demonstrating that you have considered alternative sources of data, and reasons why these data are not sufficient for your research.

IMPORTANT: when applying for social survey data, we strongly recommend that you consider using less restrictive versions of the data that are available. Please visit the [UK Data Service catalogue](#) to locate less restrictive sources, where available.

In order to analyse how workload and well-being for teachers have changed over time, we require access to the data. It has been difficult for the government for some time to recruit and retain teachers, partly due to teacher workload and well-being. The post-pandemic re-emergence of recruitment and retention as a policy priority necessitates a comprehensive understanding of these factors.

Our analysis relies heavily on this data since it is the only source of survey micro-data that includes key workload and well-being measures, as well as occupational and industry codes.

To access the full set of Standard Occupational Classification (SOC) and Standard Industry Classification (SIC) codes, we need access to the Special Licence version of Understanding Society (SN 6931) data. To identify teachers working in state-run schools correctly within the data, these codes are critical. As with the longitudinal study, this dataset will be used to improve the sample size of teachers, professionals, and graduates for 2020/21.

Access to the 2011 Layer Super Output Areas dataset, SN 7248, is required as the EUL version (SN 6614) only includes geographical data to GOR level but this project requires analysis at the neighbourhood level. We also need to include the Indices of Multiple Deprivation (IMD) for England, which are linked at the Layer Super Output Area level.

The specific variables we will report on for the project include:

Scfssat2, jobsat, scfssat7, scfssato, jbsec, wkaut1-wkaut4, depenth, jbhrs, jbot, finnow, finfut, scghqa, scghq1_dv, scghq2_dv, severe

The variables we will include in the matching include:

Sex, agegr5, hiqual, got_dv

The variables we will use in defining teachers include:

Jobsoc00, jbsic07, jbsect

2.5 Does your project proposal include any linking of data sources?

If yes, please provide the following details below:

- A description of the data source(s) to be linked to the data.
- A summary of the key variables.
- A summary of the linking methodology.
- Justification for the linking.

We require to link the main data in SN 6931 to the 2019 Indices of Multiple Deprivation (IMD) for England. These are open source data available for download from <https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019> Linkage is at the LSOA level.

2.6 Expected outputs

Please give details of the products/outputs that will be produced from your use of the data. This might include things like: analysis, reports, tables, journal articles, books, chapters, blog posts or theses. If applicable, please describe the impact and public benefit which you expect will occur as a result of your use of the data.

A descriptive analysis of key workload and well-being measures from 2011 to 2021 will be the main output.

By year, we will estimate the weighted average of continuous variables for teachers and those in other occupations. For categorical outcomes, we will produce weighted frequencies for teachers and other occupations.

We intend to submit one or more papers to academic journals.

2.7 Protection of confidentiality

Describe the methods you will use to determine whether the outputs listed in Section 2.6 above are disclosive and the measures you will use to protect confidentiality in those outputs.

Methods and standards specified in the [Research data handling and security guide for users](#) and [Office for National Statistic's Disclosure control for tables produced from surveys](#) must be applied to statistical outputs.

As a general rule, we will report our outputs at the overall level (i.e. teachers compared to those who work in occupations other than teaching). As a result, sample sizes are unlikely to be very small, but we will make sure that all frequencies and averages reported are based on at least 10 unweighted cells.

We will not report outputs below the GOR level.

EXAMPLE

EXAMPLE

www.ukdataservice.ac.uk

help@ukdataservice.ac.uk

We are supported by the Universities of Essex, Manchester, Edinburgh, University College London and Jisc. We are funded by UKRI through the Economic and Social Research Council.