

Privacy Notice

This document explains the ways in which we intend to process your personal data.

Who we are:	University of Warwick, a royal charter company with registered number RC000678, with offices at University House, Kirby Corner Road, Coventry CV4 8UW
Our Data Protection Officer:	Director of Legal and Compliance Services DPO@warwick.ac.uk
Our contact for this work:	Dr Gabriele Sosso, Associate Professor G.Sosso@warwick.ac.uk
The source from which your personal data originates:	The personal data will be collected directly from you.
The categories of your personal data that we will process:	Personal data gathered about pupils will include name, email address, name of school, school address, school year group, Local Authority Looked After Child status, Carer status and free school meal eligibility. We ask for a CV which may volunteer home address, home postcode, date of birth, personal telephone number and home telephone number.
Our lawful basis for processing your personal data:	The processing is necessary for the performance of a task carried out in the public interest or in the exercise of our official authority.
Our purposes for processing your personal data:	The University of Warwick will process your personal data for the purposes of evaluating and monitoring the impact and effectiveness of our activities over time.
Who we will share your personal data with:	Your personal data will not be shared or disclosed to any third parties external to the University of Warwick except for HEAT (Higher Education Access Tracker). HEAT is a secure database that allows us to track your progress over time without having to ask you further questions.
Will we transfer your personal data outside of the United Kingdom:	Your personal data will not be transferred outside of the United Kingdom.
Will we use automated means (e.g. profiling) to make decisions about you:	No

Are you obliged to provide this personal data:	No
How long will we keep your personal data:	<p>We keep all personal data in accordance with our Information and Records Management Policy and the University Records Retention Schedule.</p> <p>If your application is successful, your personal data will be retained for the duration of 15 years or until you are 30 years of age (whichever is greater). Holding data for this duration will enable us to investigate the effect of outreach on young people's long-term outcomes, including employment, and also enable us to support you during your educational trajectory if required. Unsuccessful applications will not be retained beyond 6 months after the selection process has closed.</p>
Your rights:	<p>You have the right to request access to and rectification or erasure of personal data, or restriction of processing concerning you, or to object to processing, as well as the right to data portability. If our lawful basis for processing your personal data is your consent – you have the right to withdraw it at any time. To exercise these rights, please contact us by email at infocompliance@warwick.ac.uk.</p> <p>You have the right to complain to the Information Commissioner's Office, which can be contacted at www.ico.org.uk. If we fail to comply with your rights, you have the right to seek a judicial remedy.</p>

We have endeavoured to provide this information to you in concise, transparent, intelligible and easily accessible format using clear and plain language. Please do not hesitate to contact us if you have any questions or if you require this information in an alternative format.

For further information on how we process personal data, please visit our website: www.warwick.ac.uk/privacy.