

## City, University of London Higher Education Access Tracker (HEAT) Privacy Notice

### Why are you asking for my Data?

Collecting this information helps us to evaluate how good our activities are and see the effects of our activities on helping students to access higher education. We collect data to:

- Make sure we're talking to the right students
- Plan future activities
- Evaluate the impact of our programmes

### What Data are we asking for?

You can see the data we are asking for on your evaluation or application form. You may refuse to grant us this data. We collect this data under the legal basis 'Public Task' as set out in GDPR under article 6(1)e: "Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller".

We also collect Special category data. Special category data is personal data which requires more protection due to its sensitivity. Special category data we request is Personal data revealing **racial or ethnic origin**.

### What will you do with my data?

The data will be entered onto the Higher Education Access Tracker (HEAT) database where it will be securely stored in accordance with current data protection legislation. You can read more about the HEAT system and how they protect your data [here](#).

If you have:

- supplied your first name, last name, postcode and date of birth
- not withdrawn your permission to be included in outreach participant research

From the year you are ready to enter Higher Education, your data will be used for 15 years for the purpose of monitoring and evaluation. Once you leave school/college, your data will be sent to the Higher Education Statistics Agency (HESA). They will tell us if you went to university, if you finished your degree and if you found a job at the end of your studies. You can read more about HESA and how they use your information [here](#).

Your data will not be used in a way that affects you as an individual. We will never use your data to send you emails or contact you unless you have given your consent to be contacted.

### Who to contact about your information at City?

Any questions regarding the data we hold on you can be directed to the WP Outreach Team via [wpteam@city.ac.uk](mailto:wpteam@city.ac.uk)

You have the right to access a copy of the data held on you by us and you also have the right to object to your data being retained. Please contact our data protection team at: [DP@city.ac.uk](mailto:DP@city.ac.uk) with your request if you would like to discuss in more detail.

You can also contact City's Data Protection Officer directly at [dpo@city.ac.uk](mailto:dpo@city.ac.uk) if you have any concerns regarding the processing of your personal data.