



University of Brighton

**COMPACT**



Dear Parent or Carer,

We are writing to let you know that your child's school is taking part in the University of Brighton's Professor C Gull Project (part of our widening participation programme).

This long standing project aims to give children the language and understanding to succeed in higher education as well as promoting higher education as a possibility for them and their families.

The first session is a school based session which they have already attended, with a follow up visit to the university in June.

The Professor C Gull project is just one part of the University of Brighton's work to help raise awareness of higher education. We also work with our local secondary schools and colleges to help raise aspirations and attainment by offering:

- Impartial advice, information and guidance to young people about their options throughout their education
- Access to University of Brighton projects throughout their education

We hope to work with your child in the future and to track their progress into further and higher education. To enable this we will keep a record of your child's involvement with our projects. This helps us to report on our work to various university and government groups and keep you informed of any projects that your child may wish to attend.

We will collect the following information from your child's school which will be entered into the HEAT database (Higher Education Access Tracker):

- First Name
- Last Name/Family Name
- Gender
- Date of Birth
- Post Code
- Name of Primary School

Our data protection policy and the HEAT data protection policies are attached for further information.

We also need to collect information to ensure the safety and welfare of your child when they visit the university and ask you to complete the attached form. This information will be securely stored and destroyed within a month of your child's visit to the university.

If you have any questions or require more details please feel free to contact me using the details below.

Thank you for your support.

Nikki Collins  
Widening Participation Co-ordinator  
University of Brighton  
[n.t.collins@brighton.ac.uk](mailto:n.t.collins@brighton.ac.uk)  
Tel: 01273 641205



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**Confidential Event Questionnaire**

*Please complete in block capitals*

**Child's details:**

First name: \_\_\_\_\_ Surname: \_\_\_\_\_

Male  Female

Date of birth: \_\_\_\_\_ Postcode: \_\_\_\_\_

Current Primary School \_\_\_\_\_

Does your child have any special requirements, we need to consider prior to your child visiting the university.

**Yes / No**

If **yes**, please specify: \_\_\_\_\_

I hereby consent to the University using images of myself / child in photographs taken in June 2019 at Falmer Campus for use in the Professor C Gull Project. For the following purposes:

- Internal use only – for example, review of event, annual report
- Publicity materials – banners, brochures
- Website
- Social Media
- Assessment/Course Work.

I understand that:

- My images will be held in accordance with the General Data Protection Regulation;
- That the images of myself captured in photographs will be the copyright of the University and any other intellectual property which arises in the photographs will also belong to the University;
- I hereby agree to irrevocably assign all property rights in my performance and/or recordings to the University;
- I hereby agree to waive all moral rights in my performance in the film and/or recordings to the University;
- I can ask the University to stop using my images at any time, in which case they will not be used in future publications but may continue to appear in publications already in circulation

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return this form to your school**

**What is the University of Brighton's purpose (lawful basis) for collecting data for its Widening Participation programme?**

Article 6 of the General Data Protection Regulations (GDPR) requires Data Controllers to have a lawful basis in order to hold and process personal data.

Examples of lawful bases under the GDPR (called schedule conditions under the Data Protection Act) include:

- Necessary for a contract
- Necessary to comply with a legal obligation
- Necessary in the legitimate interest of the business
- Necessary for a task carried out in the public interest

In line with the GDPR, universities will be classified as Public Authorities in the fullest sense of the term.

Although the overarching function is primarily to educate, universities are also statutorily required to demonstrate financial integrity and performance accountability, particularly relating to educational outcomes, therefore certain university activities are deemed to be tasks necessarily carried out 'in the public interest'.

The university of Brighton's widening participation team uses the HEAT Service to monitor and evaluate widening participation and outreach programmes; tracking the progression of participating students to investigate the impact of widening participation and outreach on their attainment, progression, social mobility, graduate outcomes and eventual employment.

The lawful basis of **a task carried out in the public interest** is therefore applicable to data collected and processed by the university of Brighton widening participation team using the **HEAT Service**, to enable the University of Brighton to meet its statutory obligation to evidence the effectiveness of such programmes to funders, education regulators such as (but not limited to) the Office for Students, and central Government.

## **DATA PROTECTION STATEMENT**

Data will be stored on a database in accordance with the Data Protection Act and used to administer participation in the University of Brighton Widening Participation Programme. For research and monitoring purposes only, this data may also be shared with the Higher Education Funding Council for England (HEFCE), Higher Education Statistics Agency (HESA) or the University and Colleges Admissions Service (UCAS) and our partners including colleges and universities, Higher Education Access Tracker (HEAT) service subscribers and the national Data Service to help evaluate the effectiveness of this activity as part of the government policy to widen participation in higher education and to develop future policy. We will not release data to anyone who is unauthorised.

At no time will your personal information be passed to organisations outside of the University of Brighton for marketing or sales purposes. However, we may contact you about events to support your progression to Higher Education at the University of Brighton and may liaise with other departments within the University of Brighton about any future application you make.

The University of Brighton allows data subjects to exercise their rights under the GDPR, this includes the right to request a copy of the personal information we hold about you child (called a subject access request). Please contact: [dataprotection@brighton.ac.uk](mailto:dataprotection@brighton.ac.uk) if you wish to exercise this right.