

Technocamps Privacy Policy

Technocamps is a pan-Wales schools and community outreach programme led by the Computer Science Department at Swansea University with hubs in every University across Wales. The programme is funded through the Department for Education and Skills, Welsh Government and the Welsh European Funding Office.

As the project is led from Swansea University we use Swansea University's Data Protection Policy as a guideline. Any issue not covered in this privacy notice will be address through the University policy (www.swansea.ac.uk/alumni/contactus/privacy-policy/).

We take the collection, processing and storage of personal data seriously and adhere to the General Data Protection Regulation 2018 and precise guidance provided by our funders.

Consent

We do not process any data without explicit consent. Where participants are aged 15 or under, we collect their data through a parent or carer. For those aged 16 or older, we collect their data directly from the individual. The legal basis for processing personal and special category data is covered by the consent.

Purpose of Data Collection

We collect data from our project participants for the following reasons:

1. Monitoring - to be used as evidence to our funders of the participants who have benefited from engagement with the programme. This data will be provided to our funders following their data protection guidance.
2. Evaluation - to provide an insight into the impact and collect feedback from the participants related to the activities they undertake.

Data Collection and Storage

All individual personal data is kept as hard and electronic copies. Hard copies are filed away in locked filing cabinets in restricted access offices. Electronic data is stored within a secure, username and password protected system managed by ISS of Swansea University.

Data Retention

Technocamps will retain personal information for a minimum of 10 years, in accordance with WEFO policy.

Your Rights

If you have any concerns about what information is being held, you have a right to access your personal information, to object to the processing of your personal information, as well as the



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right to rectify, erase and restrict your personal information. If you have any concerns about the use of data for these purposes or would like a copy of the data we hold about you, requests should be made in writing to the University Data Protection Officer:

Mrs Bev Buckley
University Compliance Officer (FOI/DP) Vice-Chancellor's Office
Swansea University
Singleton Park
Swansea SA2 8PP
Email: dataprotection@swansea.ac.uk

Complaints

If you are unhappy about the way in which your personal data is being used or processed, or if you have any issue with the accuracy of the information, you can contact the University Data Protection Officer using the details above.



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