

## LSE Widening Participation and your data: full statement Year 9 and above

### **Why are you collecting my data?**

The LSE Widening Participation team collects data about participants on our projects for the following reasons:

- To help us target our interventions, ensuring participants are eligible for our projects;
- To ensure we can run projects in a safe and lawful manner;
- To evaluate the impact of our projects on participants;
- To track the long-term outcomes of our project participants, and gather additional data after we have worked with them to enhance our understanding of the impact of our projects.

We will collect data about you and your background when you apply for or join our project. We'll also ask you for information about your knowledge, attitudes and beliefs before and after participating in our project.

Any data you've previously shared with the LSE Widening Participation Team will also be covered by these conditions from now on.

### **How will you use my data?**

We will use data on your application form to ensure that you are eligible for the project, and to help us prioritise applications. We will use data about you (e.g. health conditions, food allergies, parent contact details) to ensure that you are safe while participating on our project. We will use data about you and your knowledge, attitudes and beliefs to help us understand whether our projects are having an impact on participants.

### **Will you share my data?**

In order to evaluate our projects, we may share your data with partners including the Higher Education Funding Council for England (HEFCE), the Office for Students (OfS), the Universities and Colleges Admissions Service (UCAS), the Department for Education (DfE), the Higher Education Statistics Agency (HESA) and the Higher Education Access Tracker service and its subscribers.

Whenever we match your data with one of these bodies, we will let you know via the LSE Widening Participation website using the following link:

We may also share your data with the LSE Undergraduate Admissions team so that they can apply the contextual admissions policy, which allows for fair and equal consideration of applications. For more information on the contextual admissions policy, please see:

<https://info.lse.ac.uk/staff/services/Policies-and-procedures/Assets/Documents/uGAdmPol.pdf>

We won't ever sell your data to third parties, or share it with anyone who is not an official body.

We will analyse your data along with that of everyone else who participates in our projects, and publish reports about the impact of our work. It will never be possible to identify you from the data we share in our reports.

### **Will my data be safe?**

Yes, your data will be safe. We will hold it on a secure database and comply with the strict laws that make sure we protect your personal details. We comply with the Data Protection Act and, as of May 2018, the General Data Protection Regulations.

### **How long will you keep my data?**

To really understand the long-term impact of our projects, we will keep your data until you are 27 years old. This will allow us to track your university and career destinations. Once we have done this, we will delete all identifying data from our systems.

### **Do I have to give you my data?**

No, you don't. If you would prefer us not to keep and use your data, we will retain it for as long as is necessary to complete and evaluate the project, and then delete all identifying information such as name and date of birth.

### **Can I change my mind?**

Yes, even if you have given consent you can withdraw it at any time. We will need to keep certain data for contractual, legal or research reasons, but we can delete data such as contact information or survey responses. Contact [widening.participation@lse.ac.uk](mailto:widening.participation@lse.ac.uk) if you want us to delete this data.

### **Who can I contact if I have more questions?**

If you have any questions or concerns, or would like a copy of the data that we hold about you, please contact Rachael Maguire by email: [r.maguire@lse.ac.uk](mailto:r.maguire@lse.ac.uk) or by telephone: 020 7849 4622.

### **Declaration**

LSE Widening Participation will use your data to run and evaluate its programmes, and will share it with key partners to support long-term research and evaluation. This does not affect your rights to access the data held about you, to have it corrected or to withdraw your consent to marketing.

Please tick the following boxes to let us know how we can use your data. You can tick all, some, or none of the boxes.

[Paper forms only] I have read how LSE Widening Participation will use my data

I consent to receive communications from LSE Widening Participation about opportunities that may be of interest to me.

I consent to receive communications from other parts of LSE about opportunities that may be of interest to me.

### **Photo consent**

The Widening Participation team and/or other departments at LSE may take photographs or video of you while attending the programme, and use these for publicity. This might include (but is not limited to) using them in our printed and online publicity, social media and press releases.

We might also share photos or videos with other students who are on the project with you.

Please tick the following boxes to let us know if you give consent for us to use your photos. You can tick all, some or none of the boxes.

I consent for LSE to share photos or videos they take of me with other participants on the course

I consent for LSE to use photos or videos they take of me for marketing and publicity as described above.