

Privacy Notice for ERICA training programme participants

Oxford Brookes University (Oxford Brookes) will be the Data Controller of any Personal Data that you supply. This means that Oxford Brookes will make the decisions on how your data is used and for what reasons.

Why do we need your data?

Your data is being collected as part of the ERICA: Stopping Child Maltreatment a Pan-European Multi-Professional training programme and evaluation. Your data will be collected through confidential questionnaires where you will be asked to evaluate your skills, knowledge and experience before and directly after the training, then 4 weeks later.

Oxford Brookes legal basis for collecting and/or using this data is:

- **Public task:** the processing is necessary for Oxford Brookes University and Synergia Srl Research Institute, Italy, to perform a task in the public interest such as service evaluation.

What types of personal data will Oxford Brookes University use?

The pre and post training questionnaires will gather data on: your gender, education level, employment role, main place of work, years of practice, year of birth, initials of mother's maiden name.

Whom will Oxford Brookes share your data with?

This is a seven country European project and the pre and post training questionnaire are being administered by Synergia Srl which is a research institute in charge of the outcome evaluation of the ERICA Project. Data will be downloaded and stored on a password protected drive accessible only to the research team and collaborators. Synergia Srl will aggregate and analyse the quantitative data from the questionnaires from the seven countries involved: England, Scotland, Finland, France, Germany, Italy and Poland. Data from open ended questions will be returned via a password protected drive to each relevant country to analyse in local language.

Will your data be transferred outside the EEA?

The seven countries involved are England, Scotland, Finland, France, Germany, Italy and Poland. It is predicted that the UK will be outside the immediate jurisdiction of the EU and EEA from 31 December 2020 when the withdrawal period is over, so any UK processing will be outside the EEA.

What rights do you have regarding your personal data that Oxford Brookes holds?

- You have the right to be informed
- You have the right of access to your data
- You have the right to correct data if it is wrong
- You have the right to ask for your data to be deleted
- You have the right to restrict use of the data we hold
- You have the right to data portability
- the right to object to OBU using your data
- You have rights in relation to using your data automated decision making and profiling.

Your rights will depend on the legal ground used to process your data

What was the source of your data?

Oxford Brookes sourced your data from you.

Are there any consequences if you refuse this processing?

There are no consequences for you of not providing data for this training programme evaluation. It is voluntary.

Will there be any automated decision making using my data?

No

How long will Oxford Brookes keep your data?

In line with Oxford Brookes policies data generated in the course of this training programme evaluation must be kept securely in electronic form for 10 years.

Whom can you contact if you have concerns?

You can contact the Information Assurance Team via info.sec@brookes.ac.uk if you have a concern about Data Protection matters or if you want to exercise your rights under Data Protection or Freedom of Information law.

You can contact Oxford Brookes' Data Protection Officer via BrookesDPO@brookes.ac.uk. The Data Protection Officer ensures that Data Protection provisions are applied lawfully in Oxford Brookes.

You can contact the information Commissioner via the website ICO.org.uk if you wish to contact the national regulator for Data Protection or Freedom of Information matters.