

GDPR Notice

Information is held for up to 6 years so that we can provide services and assistance from LIFT OFF for the purposes of accessing educational and learning opportunities at Abertay University. More detail is provided below. Also, LIFT OFF is obliged to provide the Scottish Further and Higher Education Funding Council with some information on what participating pupils do immediately upon leaving school, with a follow-up one year later. Further details are provided below.

Tracking and monitoring reports may be used to support pupil progression. These reports may include, but are not limited to, details of pupil timetables and subjects; target and working grades; any help or assistance already in place and any relevant personal information that would facilitate better support for the pupil from LIFT OFF.

Any health or dietary information provided will be passed confidentially to any partner agencies hosting events/activities on our behalf. This is to ensure pupils' health and wellbeing while working with LIFT OFF. This data will be used solely for these purposes. This is done anonymously with no identifying data given.

Abertay University are obliged to provide the Scottish Further and Higher Education Funding Council with information on what participating pupils do immediately upon leaving school, with a follow-up one year later. Therefore, pupils' names, dates of birth, post-code, Scottish Candidate Number (SCN) and school will be passed to a third party (Skills Development Scotland) who will use this data to provide us with destination information. Any such information will only be presented anonymously (e.g. as statistics in our reporting) and no individual will ever be personally identified. If you wish to opt out of this data sharing agreement you must do so formally in writing and will subsequently be withdrawn from the whole programme.

Where the University seeks to collect and use personal data for purposes out with the management of an individual's participation in this programme, it will seek pupils' agreement. Personal information will only be used for the purposes under which it was collected.

A copy of the procedures relating to health, safety and protection of pupils on the LIFT OFF programme is available on request.

I understand and agree that my data can be used in the manner described above:

Name (PRINT):	
Signed:	
Date:	

Guardian Name (PRINT):	
Signed:	
Date:	