

# Privacy notice: supplementary consultation on publication of information about higher education providers

## Summary privacy notice

Here is a short summary of how the personal information you submit will be held and used:

- This survey is optional.
- In order to analyse the responses to the consultation, we are collecting personal information (alongside your views on our proposals) in order to understand who has responded and the views that they have on our proposal, with an aim of being able to understand the different perspectives of different stakeholders.
- Providing personal information is optional. Where you do provide personal information, the specific uses that will be made of your information are listed below:
  - Your name and email address will be collected so that we may contact you for any queries in relation to your submission.
  - We will also ask about the organisation you are from (if applicable), and your role, which will be used to record and analyse the responses.
- We will summarise and/or publish the responses to this consultation on the Office for Students' (OfS's) website (and in alternative formats on request). This may include a list of the providers and organisations that respond, but not personal data such as individuals' names, addresses or other contact details. Individuals, organisations and roles will not be identifiable in our consultation response.
- Should you choose to provide your personal information, the legal basis for our processing is your consent in accordance with Article 6(1)(a) of the UK General Data Protection Regulation. Details on how to withdraw your consent are within this short form privacy notice.
- If we want to use your personal information for a reason other than those purposes set out above, we will tell you before we start that use and provide further information about the new purpose(s).
- The Data Controller of the personal information you submit will be the Office for Students. You may contact our Data Protection Officer [dp@officeforstudents.org.uk](mailto:dp@officeforstudents.org.uk) with any queries or concerns you have about the use of your personal information.

- Responses are collected via SmartSurvey. Your personal information will be stored on secure servers within the UK and EU and will not be routinely shared with any other organisations.
- Your personal information will be retained for 12 months after the date of our published response then securely disposed of.
- You have certain rights in relation to your personal information, which are set out at: <https://ico.org.uk/your-data-matters/>.

## **How to withdraw consent**

- Consent must be a clear positive action that you have given your agreement to the use of your personal information, and consent can also be withdrawn at any point if you are no longer happy with the use of your personal information for a specific reason. If you wish to withdraw consent, please do so in writing to [dp@officeforstudents.org.uk](mailto:dp@officeforstudents.org.uk).
- Once consent is withdrawn, we will destroy all relevant personal information unless we are relying on a different legal basis to justify keeping your personal information. If that is the case, we will tell you in writing. However, withdrawing your consent does not affect the lawfulness of processing based on consent before you withdrew consent.

For further information on how and why we process personal data for consultations, you may also wish to read our general OfS privacy notice, specifically the section entitled 'OfS consultation and survey respondents', available by following this link: [www.officeforstudents.org.uk/ofs-privacy/privacy-notice/](http://www.officeforstudents.org.uk/ofs-privacy/privacy-notice/).