Covid Reporting Application and data protection guidance

1. Overview

- 1.1 In managing the return of staff and students to campus, the University will ensure that it continues to provide a safe environment for people to work and study and that appropriate measures are in place to support compliance with Government guidance.
- 1.2 As part of that, the University will need to collect and process personal data about staff, students and third parties, including health data. This includes the data we collect in **Covid** Reporting Application for example, relating to individuals who are **set0** at a result of a positive test, Covid-19 related symptoms, or contact with an individual with Colled
- 2. Data Protectionprinciples
- 2.1 The Infoma lockdown and other restrictions, and Government guice.

2.2 In collecting and processing your personal data, the University will:

- 2.2.1 Only collect and use what's necessary
- 2.2.2 Keep data to a minimum
- 2.2.3 Beclear, open and honest about the use of your data
- 2.2.4 Treat you fairly
- 2.2.5 Keep your information secure
- 2.2.6 Ensure that you can exercise your information rights
- 3. How will your data be used
- 3.1 The information that we collect will be used for the followinguip 30 (ie) + 6 he (he alth (of g) at 6, (+ 0.0) + 0.0)

- 4. Who will your data be shared with
- 4.1 Detailscollected through the Covide®ortingApplicationwill be