**Covid-19 Privacy Notice**

The University of South Wales is the data controller and the University’s Data Protection Officer can be contacted through dataprotection@southwales.ac.uk.

The University is committed to protecting the privacy of those working studying and entering our campus in line with the Data Protection Act 2018 and General Data Protection Regulation (GDPR). This privacy notice provides further information on the use of personal data during the current Covid-19 pandemic.

This privacy notice should be read in line with other privacy notices in place within the University.

**What information do we collect and how do we use it?**

The University holds data on staff, students and of those entering our campus most of which is provided directly from the individual.

There may, however, be a need to collect further information during the current pandemic which we need to ensure that we are able to deliver services and keep individuals safe.

The University may ask individuals to complete a ‘Risk Assessment’ document that will help identify those who may be at greater risk during the current pandemic. Where an individual has notified us that they may have issues that place them in the higher risk categories a further discussion will be held with the individual to enable the University to see what measures can be put in place to support them.

As part of the NHS’s ‘Track and Trace’ Service:

* Visitors to the campus will be asked to provide their name and contact details when they enter the campus.
* Individuals will be asked to ‘check in’ to certain locations as part of the track and trace obligations placed upon the University. Individuals are advised to use the NHS Covid-19 app and can check in via scanning QR codes at a range of locations. Alternatively individuals can check in using either the ‘Safezone App’ or the University’s ‘Salto’ electronic door data.
* Data held on existing University systems (such as timetabling) may be used to identify individuals in certain locations.

Track and Trace data will be collected and disclosed to the NHS Test and Trace Service and/or public health authorities if they request it or in line with our reporting obligations to help minimise transmission of Covid-19.

Any disclosure would usually be limited to name, contact number and any information we have collected in respect of presence on the campus.

Data collected as part of the Track and Trace process will only be used for the purposes described above.

**What is the purpose of the processing under data protection law?**

In order to process personal data the University relies upon the following lawful basis:

* Article 6 (1)(c) – the processing is necessary for compliance with a legal obligation
* Article 6(1)(e) - Performance of a task carried out in the public interest

**Further information relating to the processing of personal data can be obtained from the relevant privacy notice found on our** [**‘Data Protection Webpages’**](https://uso.southwales.ac.uk/information-compliance-unit/data-protection/)**.**

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