



PRIVACY NOTICE CCTV

This notice covers the processing of personal data by New College Lanarkshire when you are captured on our campus CCTV systems.

The data controller for the information being processed is New College Lanarkshire. Our registered office is 1 Enterprise Way, Motherwell ML1 2TX.

If you have any concerns or queries about how we use your personal information you can contact our Data Protection Officer at data.protection@nclan.ac.uk

How we use your information

We will use your information:

- To provide a safer environment for our students, staff and visitors;
- To protect the building and assets of the College, to ensure they are kept free from intrusion, vandalism, damage or disruption;
- To monitor traffic management on College property;
- Assist in the prevention and detection of crime;
- Assist with the identification, apprehension and prosecution of offenders;

Our lawful basis for using this information is **legal obligation** and **public task**.

- The prevention, investigation and detection of criminal or disciplinary offences in accordance with the College's Staff and Student disciplinary procedures

Our lawful basis for using this information is **contract** and **public task**.

Sharing your information

We may share your information with:

- Law enforcement agencies and emergency services
- Legal representatives and Insurance providers

Retention

We will retain CCTV images for 30 days, before they are automatically deleted.

Where CCTV Images have been downloaded the retention will be in line with the requirements to retain for the purpose a copy was created.

Your Rights

You have rights in relation to the personal information the college use. You can access information on these rights and how to use them on the Data Protection section of our website: <https://www.nclanarkshire.ac.uk/us/data-protection>.