NEW COLLEGE LANARKSHIRE

Privacy Notice

Learning Analytics

This notice covers the processing of personal data by New College Lanarkshire when we use learning analytics to help identify applicants or students who may need additional support once they have been offered a place on a course, or to continue with their studies after enrolment.

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 data you can contact our Data Protection Officer at data.protection@nclan.ac.uk

How we use your personal data

Learning Analytics is a profiling tool that is used to support applicants and students to remain engaged in their studies. The purpose of the profiling is to help identify applicants and students who may require additional support to continue with their studies, at the earliest opportunity in the academic year.

We use anonymous statistical information to develop the algorithm. This algorithm is used to determine an individual score for all applicants or students. This is known as a Priority Support Score and is used only to highlight those who may need support.

There will be no decisions or interactions made only by automated means, there will always be a human decision involved when any contact or offers of support are made to you.

Your Priority Support Score will never be used for the purposes of determining an offer being made to you, assessment outcomes or progression, only to offer you the opportunity of additional support.

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

Personal data processed

We use the following personal data:

- Course details (level of study and start date)
- Previous enrolment details (results)
- Application information (number of applications, dates applied)
- Scottish Index of Multiple Deprivation (SIMD based on your postcode)
- Age

We do not process any special category data to identify your priority support score.

We collect this personal data when you apply to college and when you complete your enrolment and commence your course.

Sharing your personal data
No learning analytics are shared with any other third-party organisation.

Access to your Priority Support Score is restricted to our Student Support Advisors and the Academic staff related to your course.

Retention
Priority Support Scores will be retained for 3 years after the Academic year you leave the college.

Your rights
You have rights in relation to the personal data we use. You can access information on these rights and how to use them on the Data Protection section of our website.

Objections
You can object to this use of profiling at any time, by contacting the college Data Protection Officer: data.protection@nclan.ac.uk

Data protection complaints
If you feel your data protection rights have been infringed you have the right to complain to us about this. To make a data protection complaint to us please email your complaint to data.protection@nclan.ac.uk