

PRIVACY NOTICE FOR ALL DATA PROCESSING ACTIVITIES

CLINIC PATIENTS - CHILDREN

Data Collection and Privacy Notice

Aston University (“the University”) is required by law to let you know what information we collect about you about what we do with it (this is known as “data processing”). As you are acting with parental responsibility, we must provide you with information about how we use the personal data of the child in your care (referred to in this document as “the child”). This information is set out in this document. This notice may be updated at any time and you can download a pdf version of the most up to date version and our Data Protection Policy and Procedures at www.aston.ac.uk/dataprotection.

The child’s personal data will be processed in compliance with the Data Protection Act 1998, and from 25 May 2018 with the General Data Protection Regulation (GDPR).

What we collect

We collect the child’s personal details, including their name, address, date of birth and contact information.

We also collect information about their health, which may be provided by you or the child or may be discovered during the course of treating them. We may also process Information about their disability status, ethnicity or religion, if you or the child have provided these. This is classed as “Sensitive Personal Data” under the DPA, and “Special Categories of Data” under the GDPR.

We may also capture photographs and videos of the child on our CCTV system while they are on our premises. These will be used for security purposes only.

Your rights

Individuals have the right to know what information we hold about them and what we do with it. They also have the right to a copy of this information. If the information is wrong, we will correct it. These rights are limited in certain circumstances. Please let us know if you would like to exercise these rights on behalf of the child.

Automated decision-making

The University will not use the child’s personal data to make automated decisions about them. “Automated decisions” are defined as decisions made without human intervention.

Data transfers to other countries

We may transfer personal data outside the European Economic Area. We will only do this where appropriate safeguards are in place to protect the personal data.

How we process your data

The University will process the child’s personal data for the following purposes.

Purpose 1 – To register the child as a patient at our clinic and to manage their ongoing treatment

We will process the child's personal data in order to register them as a patient and to enable us to manage their treatment, including sending reminders that it is time to make a follow-up appointment. This includes processing of Special Category Data, which includes details about their health.

Legal basis for processing the child's information for Purpose 1

We will process the child's personal data for Purpose 1 on the grounds of our legitimate interest (GDPR Article 6(1)(f)). This includes any Special Category Data that has been provided to us or which we become aware of during the course of the child's treatment (GDPR Article 9(2)(e)).

Purpose 2 – Security

Our patients' safety and security is very important to the University. We will process any images of the child captured by CCTV, to ensure the safety and security of you, the child in your care and your and their possessions, and to secure the University's campus. In certain circumstances we may also use body-worn video cameras. More information on the use of CCTV at the University can be found in our CCTV Code of Practice at <https://www2.aston.ac.uk/about/security/cctv>.

Legal basis for processing the child's information for Purpose 2

We will process the child's personal data for Purpose 2 on the grounds of our legitimate interest (GDPR Article 6(1)(f)).