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**Privacy Notice**

Durham University’s responsibilities under data protection legislation include the duty to ensure that we provide individuals with information about how we process personal data. We do this in a number of ways, one of which is the publication of privacy notices. This privacy notice provides a general description of the broad range of processing activity in addition there are tailored privacy notices covering some specific processing activity.

To ensure that we process your personal data fairly and lawfully we are required to inform you:

* Why we collect your data
* How it will be used
* Who it will be shared with

We will also explain what rights you have to control how we use your information and how to inform us about your wishes. Durham University will make the Privacy Notice available via the website and at the point we request personal data.

Our privacy notices comprise two parts – a generic part (ie common to all of our privacy notices) and a part tailored to the specific processing activity being undertaken.

**PART 1 – GENERIC PRIVACY NOTICE**

**Please access our** [**General Privacy Notice**](https://www.durham.ac.uk/about-us/governance/information-governance/data-protection/privacy-notices/generic-privacy-notice/) **online.**

**PART 2 – TAILORED PRIVACY NOTICE**

This section of the Privacy Notice provides you with the privacy information that you need to know before you provide personal data to the University for the particular purpose(s) stated below.

**Project Title:** Growing a pedagogical network using a multimedia python library to support Computational Thinking education

**Type(s) of personal data collected and held by the researcher and method of collection:**

Personal data will be collected througha questionnaire.This will include *email, age, and affiliation.*

**Lawful Basis**

Under data protection legislation, we need to tell you the lawful basis we are relying on to process your data. The lawful basis we are relying on is public task: the processing is necessary for an activity being carried out as part of the University’s public task, which is defined as teaching, learning and research.

*For further information see* [*https://durham.ac.uk/research.innovation/governance/ethics/governance/dp/legalbasis/*](https://durham.ac.uk/research.innovation/governance/ethics/governance/dp/legalbasis/)

**How personal data is stored:**

All personal data will be held securely and strictly confidential to the research team.

You will be allocated an anonymous number for data collection which will not be connected to your name or identity.

The personal data gathered via questionnaire will be anonymised and will not be connected to your name or identity. These are stored in electronic form on a password protected computer.

**How personal data is processed:**

The purpose of the questionnaire is to gather feedback on whether MediaLib is an effective way to learn/teach programming. All the data collected via the questionnaire will be anonymized.

Withdrawal of data

You can request withdrawal of your data until it has been fully anonymised. Once this has happened it will not be possible to identify you from any of the data we hold.

**Who the researcher shares personal data with:**

Questionnaire and personal information will be kept confidential by the research team, and the outcome may be shared in the form of presentation in a seminar/conference or published as a paper.

Please be aware that if you disclose information which indicates the potential for serious and immediate harm to yourself or others, the research team may be obliged to breach confidentiality and report this to relevant authorities. This includes disclosure of child protection offences such as the physical or sexual abuse of minors, the physical abuse of vulnerable adults, money laundering, or other crimes covered by prevention of terrorism legislation. Where you disclose behaviour (by yourself or others) that is potentially illegal but does not present serious and immediate danger to others, the researcher will, where appropriate, signpost you to relevant services, but the information you provide will be kept confidential (unless you explicitly request otherwise).

**How long personal data is held by the researcher:**

The personal data we collected in the context of our study based on the questionnaire will be retained for a year; other data related to the study will be retained for 10 years. All the processed data with regard to the study will be destroyed afterwards.

**How to object to the processing of your personal data for this project:**

If you have any concerns regarding the processing of your personal data, or you wish to withdraw your data from the project, contact Jingyun Wang (jingyun.wang@durham.ac.uk).