

Children's University Online: Our Subscription service and GDPR

Children's University Trust (charity no. 1118315) values the trust and confidence of all our stakeholders, which is why we want to make it very clear how and why we collect, secure and use any personal data we have access to. This policy has been written in plain English to make things as clear as possible. If you want a paper copy of this policy or have any other questions, you can ask for any additional information by emailing contactus@childrensuniversity.co.uk

How we use personal information

In general terms, we collect and use personal information to:

- provide our programmes, products or information you have requested
- verify your identity where this is required
- contact you by post, email or telephone about our activities or products that you have agreed to receive
- understand your needs and how they may be met, including research and surveys
- maintain our records, including gathering feedback or complaints
- process donations or payments we have received from you
- prevent and detect crime, fraud or corruption as required by law or regulation
- further our charitable aims, including for fundraising activities
- process your application for a job or volunteer role with us
- monitor website use and personalise the way information is presented to you
- help improve our work, services, activities, products or information (including our website) to make it as user friendly as possible

Below you will find details specifically outlining how we collect and use personal information to deliver our subscription service. You may be interested in seeing how this fits within the context of our full Privacy Policy which outlines how we collect and use information from a variety of stakeholders. This can be found at: <https://www.childrensuniversity.co.uk/privacy-policy/>

1.0 Subscribers of Children's University Online (CUO)

Children's University Online (CUO) is Children's University's digital platform. It is a fun, safe and secure online space for participants to record their engagement with learning beyond the classroom. It is accessed by logging in via www.childrensuniversity.co.uk

Parents/Guardians can set up an account for themselves, and this then gives them the ability to create accounts for children. Parents/Guardians who set up accounts for themselves do so willingly sharing their details. As part of our terms and conditions on sign-up, Parents/Guardians can only set up an account for children for whom they are the holder of parental responsibility. They tick a box to indicate that this is the case.

1.1 What we collect and why

In order to establish a Parent/Guardian account, we need to collect information so that we can contact parents. The information we collect and why is as follows:

Full name (First name and surname) – this information is needed in order to record a named contact who takes parental responsibility for any child subscribers.

Email address – this information is needed in order to contact a named contact who takes parental responsibility for any child subscribers.

In order for children to use Children’s University Online as a subscriber, we need to collect information that is uploaded by a parent/guardian who is the holder of parental responsibility. As such, the legal basis for sharing this information is consent. The information we collect and why is as follows:

Full name (First name and surname) – this information is needed in order for certificates to be created, and children to log in.

Date of birth – this information is needed in order for Children’s University Trust to be able to target age-appropriate activities at participants.

Gender – this information is for Children’s University to monitor that Children’s University participation reflects a fair gender split. This information may also be used in order to target gender-appropriate activities at participants (e.g STEM for Girls programmes) and encourage inclusion for all.

School – this information is needed in order for Children’s University to monitor participation across the country. As an organisation we use publicly available information about schools in order to look at our reach into different areas and demographics. By using school level data to do this (i.e. [data that the Department for Education makes public here](#) rather than personal individual child data) we can make general school level comparisons, rather than asking parents to share additional protected or sensitive data.

1.2 How we store it, who we share it with, and our retention policy

All of our data is kept securely in password-protected cloud storage and is accessible only by Children’s University Trust management. Children’s University Online was built and is maintained by [Tech Dept Limited](#) who have access to the site purely for maintenance and technical development purposes.

We do not share this information with other organisations or individuals for any other purposes other than furthering the work of Children’s University. We will never sell, swap or rent data to any third party. We will not share details with other charities for marketing purposes. We will only share information with other organisations where we have permission to do so in accordance with this privacy policy, where it is necessary for a legitimate reason connected with the services we offer or where it is required by law or regulation.

We will store case study information for as long as published case studies remain in the public domain.