

Consent for Sensitive Personal Data Processing

In addition to the normal data processing carried out by the Oxford University Assessment Centre ("the centre") the transfer of a copy of your needs assessment report, or other relevant information contained within your student record, to the Disabled Students Allowance Quality Assurance Group ("the auditor") may be required so that the auditor can audit the centre's internal processes for dealing with needs assessments. These audits play an important part of ensuring that the centre is complying with all relevant legislation, internal and external guidance. Such compliance is vital to the centre so it can properly assess the needs of those that require assistance.

The information that the centre is proposing to transfer to the auditor is a copy of your completed needs assessment form, or other relevant information contained within your student record. As you will be aware, this includes the following information about you:

- identity and age;
- physical and/or mental health;
- living arrangements;
- higher education institution and course information.

This information includes personal data and sensitive personal data as defined under the Data Protection Act 1998. As the proposed transfer includes sensitive personal data (in this instance, health information about you), we require your consent before we are legally permitted to provide the auditor with your information, if selected as a student sample.

The personal data provided to the auditor would only be processed for the specific purpose of carrying out the audit of the centre. The data or needs assessment report information would not be retained by the auditor once the audit of the centre had been completed and accredited by DSA-QAG. This consent will be held by the centre for the duration of the audit process, alongside any other forms of consent you have provided to the centre in relation to other current data processing activities carried out by the centre in relation to your personal and sensitive personal data.

You will be asked in your assessment if you consent to your information being used in this way and at that time can request that your data is not shared in the manner outlined above.