

Success for Black Engineers Privacy Notice

King's College London ("we", "us", "our") run a range of widening participation (WP) programmes with schools, colleges and communities across London and the UK. Widening participation programmes are designed to support fair access and widen participation into higher education (HE).

King's College London also runs programmes which support underrepresented students as part of its strategy to enable student success for all. The [Success for Black Engineers programme](#) specifically supports King's College London's strategy to eliminate the attainment gap between Black and White students.

To take part in the Success for Black Engineers programme and for us to run the programme effectively, we need to process both your personal data such as name and contact details as well as data that is considered more sensitive by the law (known as 'special category data'), such as ethnicity. This is the Privacy Notice for the Success for Black Engineers programme and tells you about how we handle and share your data as part of delivering that programme.

This Privacy Notice is for all participants in the Success for Black Engineers programme including school pupils, undergraduates, postgraduates and mentors. It should be read alongside the university's other privacy notices which can be found here <https://www.kcl.ac.uk/terms/privacy>

If you have any questions about this notice or the Success for Black Engineers programme please contact programme Coordinator, Sophie Rust at blackengineers@kcl.ac.uk

Who are we?

We are the Success for Black Engineers Programme Team, made up from colleagues in the School of Biomedical Engineering & Imaging Sciences (Faculty of Life Sciences and Medicine) and the Department of Engineering (Natural, Mathematical & Engineering Sciences) at King's College London. If you need to contact us about this Privacy Notice, please email the programme Coordinator, Sophie Rust, at blackengineers@kcl.ac.uk

The information published on this page is intended to supplement the specific information that you have already been given in connection with your engagement with a particular service, facility, event or initiative run by the Success for Black Engineers Programme.

You may have been directed here because you are applying to be part of the Success for Black Engineers Programme or are interested in applying for this. You may also have successfully enrolled on the Success for Black Engineers Programme.

Why do we process your personal information?

We process your personal information to:

- Identify if school pupils and students are eligible for our programmes;
- To organise a mentoring relationship for you;
- Deliver facilities and services to students;
- Communicate effectively with students, their carers and teachers, King's staff and representatives from industry, by post, email and phone;
- To enable us to contact others in the event of an emergency;
- To ensure we offer [contextualised admissions](#) to the right people;
- To compile statistics and conduct research for internal and legal reporting purposes;
- To stay in touch with students as an alumnus/alumna and keep you up to date with news, events, and fundraising campaigns;
- To evaluate and report on the effectiveness and impact of our work in widening participation and supporting student transitions through university;
- For use in our research study on the programme. Where your data is used for the research study, we will provide you with an information sheet and a consent form to confirm whether you would like your feedback to be used in our research study. The research study has received ethical clearance from the College Research Ethics Committee.

What is our 'legal basis for processing'?

Data protection legislation allows us to use your personal information in this way because it is necessary for us to fulfil our public purpose and obligations as a teaching and research institution.

Specifically, for the university to meet its obligations under the Higher Education and Research Act 2017 and its requirements for Access and Participation Plans (APP). You can find the legislation in full here: <https://www.legislation.gov.uk/ukpga/2017/29/contents/enacted>).

We are also required to demonstrate the effectiveness of access and support programmes such as this to our funders and education regulators such as (but not limited to) the [Office for Students](#), and central Government.

We also process data in both yours and our legitimate interest to enable us to manage and administer the programmes we offer and, where appropriate, you will be asked for your consent to certain activities, such as being contacted for fundraising purposes.

We process special category data (sensitive data such as ethnicity) in order to select and target participants. We process this data on the basis of substantial public interest, for the purpose of equality of opportunity or treatment and to meet our legal obligations. Where you have consented to participate in the research study, the College relies on the lawful basis of research in the public interest.

Do you have to provide your personal information and what are the consequences of not doing so?

Providing your information is entirely voluntary. If you choose not to provide your name and contact details, we will not be able to send you further information about the programme.

If you want to participate in the programme activity but not the research study then that is fine and choosing not to participate in the research study will not disadvantage you.

What personal data do we collect for individuals taking part in our programme?

We collect the following data from you either directly, from partner organisations or via your schools and/or colleges:

- Full name
- Date of birth
- Email address
- Home address and postcode
- Phone number (university students over 18, for the purposes of day trips)
- School/college name
- Gender
- Ethnicity
- Looked after child/Care leaver status
- Young carer status
- Estranged status (someone who no longer has the support of their parents, either biological or adopted)
- Whether or not you are the first person in your family to go to/apply to university
- Whether or not your school receives pupil premium (funding to improve educational outcomes for disadvantaged pupils in state-funded schools in England)/or you receive free school meals

How long do we keep your information for?

For school pupils and undergraduate students: we will keep your information for 15 years from:

- The year in which you might be expected to enter Higher Education (e.g. the year when you are 18 on 1st September), or
- The date your student record was created, or
- When you last engaged in this programme

(Whichever of these three conditions is most recent).

We need to keep information for this length of time in order to investigate the longitudinal effect of higher education outreach on participants in terms of social mobility, attainment and their progression and graduate outcomes, including employment. The College will only keep the minimum amount of information to meet this obligation and in line with the King's Data protection Policy and Procedure: <https://www.kcl.ac.uk/policyhub/data-protection-policy-2>

For mentors: we will keep your information for 7 years or until you withdraw consent, in order to keep you informed of ways you can support the programme.

If you participate in our research study we will retain your data for 7 years, i.e., 31-09-2029, after it has been collected to analyse the information and to see patterns from data collected in the previous year.

Do we share your information with other organisations?

Your personal information will be shared internally within King’s on a need-to-know basis, in compliance with the College’s privacy notices and data protection policy and procedure. Some of the data will only be shared if you progress to a King’s undergraduate degree after successfully completing the Success for Black Engineers programme. You can see any external organisations with whom your information is shared in this data sharing table:

Who data is shared with	Why the data is shared or processed	What is our Legal basis for sharing	What data is shared or processed
Your School or College	To organise a visit to KCL for one of our sessions or to enroll you onto our tutoring programme.	Legitimate interests	Information about your participation on the programme
Parents and/or carers	To organise a visit to KCL for one of our sessions or to enroll you onto our tutoring programme.	Legitimate interests	Information about your participation on the programme
Higher Education Access Tracker (HEAT)	To track your educational progress in order that we can evaluate and report on the effectiveness and impact of our work	Personal data: Public task Special category data: substantial public interest	Personal data is shared to the platform, such as first name, last name, date of birth, postcode and school Special category data such as ethnicity
Eventbrite	To organise sign-ups to specific events or trips	Public task	You will be asked to enter the details needed for that specific event. Often this is name, contact details, dietary requirements and phone number (only for university students who are 18 and over, for the purposes of day trips).
Association for Black and Minority Ethnic Engineers (AFBE)	To support coordination of our outreach events with schools and our mentoring programme.	Legitimate interests	Name, email and school name given so that AFBE can pass on information to your school about events. Name, email and course information given to AFBE to pair undergraduate students with industrial mentors and invite you to events.
EqualEngineers (EE)	To support coordination of our mentoring programme.	Legitimate interests	Name, email and year of study given to EE to enroll you onto our mentoring onboarding course and give you access to the mentoring platform and resources.

What are your rights and who can you contact if you have a concern?

If you require further information regarding your personal information and how this is used by the Success for Black Engineers Programme, please contact EDI Coordinator, Sophie Rust at blackengineers@kcl.ac.uk

For more information about how King’s College London processes your personal data, including your rights and who to contact to make a complaint, please see our Core Privacy Notice: <https://www.kcl.ac.uk/terms/privacy>