



Oxford Saïd Climate Change Challenge: parental consent form

Parents/guardians must complete this form in order for their child to enter the challenge. Entries will only be accepted with a signed copy of this form (either a scan or a photo), which must be uploaded to the portal when submitting the team entry. We must receive a separate consent form for each team member.

Child name:	
School name:	
Team name:	
Parent/guardian name:	
Parent/guardian signature:	
Date:	
I consent to my child's personal information being submitted for the purposes of administering the challenge:	Yes <input type="checkbox"/> No <input type="checkbox"/>

Privacy notice

In the course of completing this form, you have provided information about yourself and your child ('your personal data'). We (the University of Oxford) are the 'data controller' for this information, which means we decide how to use it and are responsible for looking after it in accordance with the UK General Data Protection Regulation and associated data protection legislation.

How we use your data

We will use your data to administer the Oxford Saïd Climate Change Challenge.

We are processing the data for this purpose/these purposes only because you have given us your consent to do so by signing this form. You can withdraw this consent at any time by contacting us at climatechallenge@sbs.ox.ac.uk. In this event, we will stop the processing as soon as we can. However, this will not affect the lawfulness of any processing carried out before your withdrawal of consent.

We will only use this data for the purposes for which we collected it, unless we reasonably consider that we need to use it for another related reason and that reason is compatible with the original purpose. If we need to use the data for an unrelated purpose, we will seek your consent to use it for that new purpose.

Who has access to your data?

Access to your data within the University will be provided to those who need to view it as part of their work in carrying out the purposes described above.

We may share your data with companies who provide services to us, such as hosting our infrastructure. These companies are required to take appropriate security measures to protect your data in line with our policies. We do not allow them to use your data for their own purposes. We permit them to process your data only for specified purposes and in accordance with our instructions.

We may also share your data with the following organisations for the reasons indicated:

Evalato – Third party competition management company. Further information on their privacy policies can be found at www.evalato.com/privacy.

Where we share your data with a third party, we will seek to share the minimum amount necessary.

Retaining your data

We will retain your data for 1 year after the competition has completed.

Security

Your data will be held securely in accordance with the University's policies and procedures. Further information is available on the University's Information Security website (<https://infosec.ox.ac.uk>).

Where we store and use your data

We store and use your data on University premises, in both a manual and electronic form.

Your rights

Under the UK General Data Protection Regulation (UK GDPR), which came into effect on January 31 2020, you have the following rights in relation to the information that we hold about you (your 'personal data').

- The right to be informed. As part of our commitment to handling personal data in a fair and transparent way we publish information about how we use your data in privacy policies.
- The right to request access to your data (commonly known as a "subject access request"). This enables you to receive a copy of your data and to check that we are lawfully processing it.
- The right to request correction of your data. This enables you to ask us to correct any incomplete or inaccurate information we hold about you.
- The right to request erasure of your data. This enables you to ask us to delete or remove your data in certain circumstances for example, if you consider that there is no good reason for us continuing to process it. You also have the right to ask us to delete or remove your data where you have exercised your right to object to processing (see below).
- The right to object to the processing of your data, where we are processing it to meet our public tasks or legitimate interests (or the legitimate interests of a third party) and there is something about your particular situation which makes you want to object to processing on this ground. You also have the right to object where we are processing your data for direct marketing purposes.
- The right to request that the processing of your data is restricted. This enables you to ask us to suspend the processing of your data, for example, if you want us to establish its accuracy or the reason for processing it.
- Request the transfer of your data to another party.
- Rights in relation to automated decision making and profiling.

Further information on these rights is available from the Information Commissioner's Office (<https://ico.org.uk>).

Depending on the circumstances and the nature of your request it may not be possible for us to do what you have asked, for example, where there is a statutory or contractual requirement for us to process your data and it would not be possible to fulfil our legal obligations if we were to stop. However, where you have consented to the processing (for example, where you have asked us to contact you for marketing purposes) you can withdraw your consent at any time by emailing the department that is processing your data.

If you want to exercise any of the rights described above or are dissatisfied with the way we have used your information, you should contact the University's Information Compliance Team at data.protection@admin.ox.ac.uk. We will seek to deal with your request without undue delay, and in any event in accordance with the requirements of the GDPR. Please note that we may keep a record of your communications to help us resolve any issues which you raise.

Contact

If you wish to raise any queries or concerns about our use of your data, please contact us at climatechallenge@sbs.ox.ac.uk.