1. Introduction

Newcastle University is the data controller, which means we decide what will happen to your data. For information regarding your rights under data protection law, as well as the contact details for our data protection officer, please see: https://www.ncl.ac.uk/data.protection/

We are collecting this data to fulfil a task in the public interest, specifically, facilitating contact tracking in light of the coronavirus. The data will be held for 21 days and then securely destroyed.

2. The University will collect your personal data from two primary sources:

- Smart card data that is recorded when students/staff members/visitors swipe to access to the Prayer Space.
- An online form that you can access by clicking on the link, visiting the URL or scanning the QR code. This information will be made available on signage in the Prayer Space and on the University Student Health and Wellbeing web pages.

3. For Students belonging to the university who hold a valid smart card, please see the Student Privacy Notice for more information regarding how we process smart card data. For Staff members, please see the following link.

4. For visitors to the Prayer Space who do not hold a valid smart card, your name, phone number and email address will be collected and held for 21 days.

5. In the event that the University is contacted by a Covid-19 contact tracing scheme, such as NHS Test and Trace, your data will be shared with them for the purpose stated above.

Author   Date   Version
Owen Seth  29/07/2020  V1
Ben Heathcote  29/07/2020  V1.01