

Privacy Notice

Who we are

St George's University of London is the 'Controller' of the personal data that you provide us with, and is registered with the Information Commissioner's Office (ICO) for the purposes of UK data protection legislation, registration number Z5770328. Please see our privacy notices at <https://www.sgul.ac.uk/about/our-professional-services/information-services/information-governance/data-protection/privacy-notice>

How to contact us

If you have any questions, please contact a member of the SGVI team in the first instance:

Email: vaccinesforchildren@sgul.ac.uk

If you feel you need additional advice, the University has a Data Protection Officer who can be contacted at:

Email: dataprotection@sgul.ac.uk

Tel: 020 8725 0668

Address: Data Protection Officer, Information Services, St George's University of London, Cranmer Terrace, LONDON SW17 0RE

What information we collect from you and why

We will collect your name and email address to allow us to contact you about new research studies happening at St George's Vaccine Institute (SGVI) and to send you our newsletter.

How we use your information

We will only ever use your personal information to contact you regarding the SGVI activities you express interest in. We keep your information securely stored on our servers where access is restricted to authorised staff only. You will still need to consent to take part in any research we inform you about and specific information and data processing will be provided to you at that time. You have the right not to take part in any research we inform you about.

How we obtain your information

We will ask you for your contact details which we will then store. We will not access your information in any other way.

Who we share your information with

We will not share your information outside the SGVI team.

How long we keep your information for

Your personal data will be kept for as long as you choose to be contacted about the work of the SGVI. You may ask for your details to be removed from this database at any time. If the database is decommissioned at any point, all data will be deleted.

What your rights are

You have a right to access your personal data, to object to the processing of your personal data, to rectify, erase, restrict and port your personal data. To request a copy of the personal data we hold for you please contact the SGVI team using the contact details above. If you have queries about any of your other rights regarding our use of your personal data, you should contact the University's Data Protection Officer.

How to make a complaint

If you are unhappy with the way in which your personal data is being processed you may, in the first instance, lodge a complaint with the University Data Protection Officer using the contact details above. If you continue

to have concerns thereafter you have the right to contact the Information Commissioner for a decision. The Information Commissioner can be contacted as below:

Helpline: 0303 123 1113

Website: <https://ico.org.uk/for-the-public/raising-concerns/>