

# Privacy Statement

## Information about you: how we use it and with whom we share it

The information you provide will be used by the University to contact, support and guide you depending on the option you have chosen to disclose. If you choose the anonymous route, the information you provide will be used in order to deliver and improve our support and information on sexual violence and gender based issues affecting our staff and students. If you choose the named contact route, the information you provide will be used to contact and further support the discloser. It will also collate anonymised aggregate data for use in statistical research and collate anonymised aggregate data for statistical purposes for service improvement.

The University uses an external company named Culture Shift ([link to their privacy policy](#)) to provide and store the system that holds the information submitted on the University's behalf. The University remains responsible for the information and will ensure it is kept securely.

We are using information about you because you have given consent to do so when making the report.

Student Privacy notices are accessible here. [Privacy notices | The University of Edinburgh](#)

We will retain your personal information for a period of six years after graduation in line with university policy, or, if you withdraw your consent and ask for your information to be deleted. After six years, we will delete what personal data you have provided. We may retain some information in order to monitor our work in this area but you will not be identifiable from this information- we are able to redact from the reports.

### Sharing information

Information about you will be shared with relevant parties such as Police Scotland **only if there is a disclosed and urgent threat to life under the legal basis of [vital interests](#)**.

This website places one cookie when in use, which is an "essential" cookie to make use of the online system and is not collected by the University or Culture Shift.

You have the right to withdraw consent at any time and can do this by contacting [reportandsupport@ed.ac.uk](mailto:reportandsupport@ed.ac.uk)

In the anonymous report, there is a free text box which is not compulsory to complete. We ask that you do not name any individuals in this box, and if this is done the names and information will be immediately redacted.

We do not use profiling or automated decision-making processes.

If you have any questions, please contact

**Rebecca Shade, Policy & Projects Officer, Student Experience Services**

This privacy statement is continued

[Continued privacy statement](#)

## Your rights

You have the right to request access to, copies of and rectification or (in some cases) erasure of personal data held by the University and can request that we restrict processing or object to processing as well as (in some cases) the right to data portability (i.e. the right to ask us to put your data into a format that it can be transferred easily to a different organisation). If you wish to make use of one of these rights, please email your local contact.

If we have asked for your consent in order to process your personal data you can withdraw this consent in whole or part at any time. To withdraw consent, please email your local contact, who will explain the consequences of doing so in any particular case and initiate proceedings for withdrawing consent.

## Complaints

If you are unhappy with the way we have processed your personal data you have the right to complain to the Information Commissioner's Office at [casework@ico.org.uk](mailto:casework@ico.org.uk) but we ask that you raise the issue with our Data Protection Officer first by emailing [dpo@ed.ac.uk](mailto:dpo@ed.ac.uk)