



Trinity College, Cambridge

Data Protection Privacy Statement

How we Use your personal information

Users of the College's Websites:

This statement explains how Trinity College (“we” and “our”) handles and uses information we collect when you visit the College website – www.trin.cam.ac.uk. Where you engage with the College for another purpose (e.g. as a prospective or current student, as a previous student, as a member of the College or as a visitor to the College), there are other data protection statements to explain our management of your personal information – see <https://www.trin.cam.ac.uk/website/dpn/>.

Where you enter your personal information into an online form for any specified purpose, you will be told about the use we will make of that information (e.g. to send you newsletters or to enable your attendance at an event).

Data Controller

The controller for your personal data is Trinity College, Trinity Street, Cambridge, CB2 1TQ. The person within the College otherwise responsible for data protection at the time of issue, and the person who is responsible for monitoring compliance with relevant legislation in relation to the protection of personal data, may be contacted at data.protection@trin.cam.ac.uk.

This is the same address to contact if you want to exercise any of your data protection rights, including requesting copies of personal data the College holds about you.

The Data Protection Officer for the College is Intercollegiate Services Limited (ISL), 64 Bridge Street, Cambridge CB2 1UR; email: dpo@isl.colleges.cam.ac.uk. ISL should be contacted if you have any concerns about how the College is managing your personal information, or if you require advice on how to exercise your rights as outlined in this statement.

Legal basis for processing your data

The legal basis for processing your personal data is that it is necessary for the purposes of our legitimate interests, where we have concluded that our interests do not impact inappropriately on your fundamental rights and freedoms. You may ask us to explain our rationale at any time.

Why do we collect your information?

We collect and process your personal information for operating and improving our webpages, analysing their use and ensuring the security of our website(s). We use a third-party service, Google Analytics, to collect standard internet log information and details of your visitor behaviour patterns. We do this to find out, for example, the number of visitors to each page of our website and we delete it after a maximum of 12 months.

We also collect the request made by your browser to the server hosting the website, which includes the IP address, the date and time of connection and the page you ask for. We use this information to ensure the security of our websites and we delete it periodically. We may use and disclose it as necessary in the event of a security concern or incident. For information about how we use cookies on our websites, please see <http://www.trin.cam.ac.uk/website/cookies>.

Trinity College will never sell your personal data. We will also never share your data with anyone for use for their own purposes unless disclosure is permitted or required by law.

If you have concerns or queries about any of the information provided in this statement, please contact us at the address given above.

Your rights

You have the right:

- to ask us for access to, rectification or erasure of your information;
- to restrict processing (pending correction or deletion);
- to object to communications or direct marketing;
- to ask for the transfer of your information electronically to a third party (data portability).

Some of these rights are not automatic, and we reserve the right to discuss with you why we might not comply with a request from you to exercise them.

You always retain the right to lodge a complaint about our management of your personal information with the Information Commissioner's Office at <https://ico.org.uk/concerns/>