



## **AECC University College CCTV Privacy Notice**

This Privacy Notice provides you with details of how and why we use your data for CCTV purposes. This Privacy Notice will be kept under review and updated accordingly.

AECC University College is a registered Data Controller and will collect and use CCTV information in accordance with GDPR legislation, the Data Protection Act 2018 and guidance from the ICO.

### **The types of information we collect**

CCTV images are collected from a number of fixed cameras located throughout the campus buildings and grounds.

### **How we use this data**

The CCTV images are used to support and assist in the prevention and detection of crime and anti-social behaviour. To deter crime, enhance the safety and welfare of students, staff and patients and to provide increased security of the campuses and property.

### **How we protect this data**

Data will be stored on a fault tolerant server located within a secure data centre. Access to the server is controlled with appropriate individual user accounts, roles and permissions.

### **The lawful basis for processing this data**

The lawful basis for processing the data is legitimate interest - for the interest of public safety and crime prevention.

### **Sharing information with others**

Information will be shared internally to a select number of authorised and appropriately trained staff as well as an external suitably qualified security monitoring provider.

We may be required to disclose your personal data without your explicit consent where we have a legal obligation to do so, for example for law enforcement, criminal prosecutions or court proceedings. Disclosure of recorded material will only be made available to third parties in accordance with the purposes of the system and in compliance with the Data Protection Act.

### **How long your information is kept**

CCTV images will be stored for a maximum of 14 days unless specifically requested as part of an incident investigation, in which case images will be deleted immediately following completion of the investigation.

## Your rights relating to personal data

We will inform you as to how we will use your personal data. Appropriate signage will be displayed to inform you as to where CCTV is in operation.

If you require any further information about how your data will be held and processed, please contact the University College Data Protection Officer.

## Data Protection Officer

The Data Protection Officer for AECC University College who can be contacted via email: [dpo@aecc.ac.uk](mailto:dpo@aecc.ac.uk) or via post:

Data Protection Officer  
AECC University College  
Parkwood Campus  
Parkwood Road  
Bournemouth  
BH5 2DF

Version:	2
Ratified by:	SMG
Originator / Author	Data Protection Officer
Owner:	Data Protection Officer
Reference source	HE Exemplars
Date approved	03 October 2023
Effective from	03 October 2023
Review date	October 2027
Target	Governors, Staff, Workers, Students of AECC University College and any contractors supplying services to AECC University College.
Policy location	Staff Information Portal, Moodle and website
Equality Analysis	This policy has been developed with due regard to the University College's equality duty.