

## **Aspire to HE, National Collaborative Outreach Programme (NCOP)**

### **Important Information for Parents / Carers**

I am delighted to inform you that your child's school will be participating in a programme of activities that will be run by The University of Wolverhampton and local colleges over the next four years.

#### **What is the programme of activities?**

This is a national programme and our regional consortium '**Aspire to HE**' will cover Dudley, Sandwell, Walsall, Wolverhampton and Telford and Wrekin schools for pupils aged 14 – 19.

We aim to support the Government's goals to increase the proportion of young people from local areas going in to higher education (HE)

A series of activities will be held in school, at The University of Wolverhampton, local colleges and other educational institutions.

We hope to be able to support your child to reach their fullest potential and in turn will need to collect information on your child to measure the success of our programme. The information we will request from your child's school is listed overleaf.

All reporting will be done anonymously – no child will be individually identified or singled out.

#### **Data Protection**

If your child's school provide the information as detailed overleaf, information will be held by The University of Wolverhampton and college partners involved in Aspire to HE.

Information will be stored on a secure server, in accordance with The Data Protection Act 1998, provided by The Higher Education Access Tracker (HEAT). HEAT will use services provided by The Universities and Colleges Admissions Service (UCAS), The Higher Education Funding Council for England (HEFCE) and The Higher Education Statistics Agency (HESA) to track your child's progress and any applications to higher education courses.

The project and its partners will not use your information in a way that could affect you, your child or any future applications to university. As mentioned above, no child will be identifiable within our reporting.

Your data will not be used for marketing purposes and will not be shared with any unauthorised parties.

In accordance with The Data Protection Act 1998, you have the right to request a copy of any information we hold regarding your child. Requests should be made in writing by email to: [s.duhra2@wlv.ac.uk](mailto:s.duhra2@wlv.ac.uk). There may be a small fee for this service.

Information that we will request from your child's school:

- Full name
- School
- Year group
- Date of birth
- Gender
- Home postcode (Needed for statistical reasons only, we will not contact you using this information)
- Ethnicity
- Disability status
- Free school meals
- Looked after status (if the child is in care)
- UPN (unique pupil number)

### Participation in the programme

Parents / Carers have two options:

1. If you wish for your child to take part in these activities and are happy for us to use the information identified above, you do not need to take any action.
2. If you are not happy with your child taking part in these activities and would not like The University of Wolverhampton to store the above information, please inform us in writing by one of the following methods:

By post to:

S Duhra  
Outreach and Progression Information Coordinator  
Outreach and Access Team  
The George  
Stafford Street  
Wolverhampton  
WV1 1LY


Email: [S.Duhra2@wlv.ac.uk](mailto:S.Duhra2@wlv.ac.uk)

Please provide the child's full name, school and date of birth so that we can identify the information that should be removed from our systems.

**If you want to be kept up to date with Aspire to HE activities, including activities for parents/carers, then please email us using the address below and you will be added to a parents/carers mailing list.**

**For any Aspire to HE queries:**

 Email: [Z.Mckevitt@wlv.ac.uk](mailto:Z.Mckevitt@wlv.ac.uk)

 Telephone: 01902 322563