



Records and Information

Every year, we send some of the information we hold about you to the Higher Education Statistics Agency (HESA). We send the information in coded form, and we do not give your name. This forms your HESA record which contains any disabilities you have declared to us and details of your ethnic group. HESA will pass your record, or parts of it, to any of the following organisations that need it to carry out their statutory functions connected with funding higher education.

- Department for Business, Innovation and Skills (BIS)
- Welsh Assembly Government (WAG)
- Scottish Executive (SE) [Scottish Government (SG)]
- Department for Employment and Learning, Northern Ireland (DEL(NI))
- Higher Education Funding Council for England (HEFCE)
- Higher Education Funding Council for Wales (HEFCW)
- Scottish Further and Higher Education Funding Council (SFC)
- Training and Development Agency for Schools (TDA)
- Department of Health (DH)

HESA and the organisations listed above will use the information (which will not include your name) mainly to produce statistics. This may result in information being published and released to other approved users including academic researchers and trade unions. Your record will not be used in a way that could affect you personally.

We will not give your name and contact details to HESA, and HESA and the organisations listed above take precautions to reduce the risk of you being identified from the information once it is published and released.

Under the Data Protection Act 1998, you have the right to a copy of the information HESA holds about you. Because the information HESA holds about you does not include your name and is a copy of the information held by Bath Spa University, in the first instance you should contact the Human Resources Department at Bath Spa University if you want to see the information. If you have any concerns about your information being used for these purposes, please contact HESA.

HESA

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Cheltenham
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For further information, please also see our Records Management policy.

