

## Privacy Notice for Social Contacts in the Net4Health study

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### Your Personal Data

**The University of Glasgow** will be what's known as the 'Data Controller' of your personal data processed in relation to Net4Health. This privacy notice will explain how The University of Glasgow will process your personal data.

### Why we need it

Net4Health is a study of social relationships and adolescent health. As part of the study, we will ask students and staff in secondary schools in Scotland about their friends and family, people they go to school with, and people that can influence their health and wellbeing. These people are the "social contacts" of participants in the Net4Health study.

If you are a social contact of someone in the Net4Health study, we will collect personal information about you, including your name, your relationship with the Net4Health participant, and your gender and ethnicity. We will collect information at two time points about one year apart, in Autumn/Winter 2022 and again in Autumn/Winter 2023.

We record your name so that the participant can talk about you and their other social contacts as part of the survey or interview, and to check if the same social contact is mentioned more than once in different interviews. For example, we will check if a student talks about the same friends in 2022 and in 2023, and we will check if two different students talk about the same teacher in their school.

We collect gender and ethnicity from social contacts so that we can measure how similar or different a study participant is from their social contacts. For example, to understand if students with mixed gender friendship groups experience better social support than students with single gender friendship groups.

We will only use name information to make sure that the information about social contacts is accurate. As soon as the study participant has finished their surveys and interviews, we will remove all names and personal information from research datasets and keep all named information confidential. We also remove the names of the original study participants so nobody will ever be able to identify personal information from the study data, apart from the research team who collect the data confidentially.

### Legal basis for processing your data

We have a legal basis for processing all personal data. For the Net4Health study, the legal basis is public task. That is the legal basis for data processing is the public task of a University/Medical Research Council Unit to conduct research into adolescent health and social relationships.

We are also processing data about your gender, and ethnicity, and information about the health of study participants. This information is sensitive and is referred to as special category data. We are processing this special category data on the basis that it is necessary to support this research project which is conducted in the public interest. That means, we collect this sensitive information because it is important to understand how things like gender and ethnicity affect health and wellbeing.

## What we do with it and who we share it with

- All the personal data you submit is processed by staff at the University of Glasgow in the United Kingdom.
- Personal information about social contacts will be removed and replaced with a pseudonym (an ID number that means that the names of social contacts mentioned by study participants are kept secret), so it will never be possible to find out the names of a social contact in the research data.
- Pseudonymous data, without any personal information, may be shared with researchers at other Universities in the UK and internationally. We will always make sure these researchers use the data for genuine research and never try to use pseudonyms to find out your identity.
- Anonymous data, that doesn't contain any information about individuals mentioned in the study may be made available in the UK Data archive so that other researchers can use it. We will make sure that there is no information that could be used to find out your identity.

## How long do we keep it for?

Your data will be retained by the University for at least 10 years. It will be stored securely, kept confidential, and separate from the data used for research that will not contain any information that could identify you.

After this time, a data access committee will decide whether and how to securely delete all personal data. Fully anonymous datasets may be kept after this time and used for statistical analysis.

## What are your [rights](#)?\*

You have the right to information about why we are processing data on social contacts, and this privacy notice is how we are giving you that information. We also have provided study participants with information about how we process their data.

We are conducting this project in line with article 89 of the General Data Protection Regulation, which means that we will not provide you with the right to see data about you that was collected as part of the research study. You also will not be able to delete or modify the data.

The reason we will not let social contacts see, modify or delete their data is to protect the confidentiality of the study participants. Net4Health is a study about the health of the participants and how their social contacts can influence their health. Everything that the study participants tell us is confidential. This includes any information they tell us about social contacts. Confidentiality is why we won't provide information to social contacts.

If you wish to discuss your data rights, please contact [dp@gla.ac.uk](mailto:dp@gla.ac.uk).

## Complaints

If you wish to raise a complaint on how we have handled your personal data, you can contact the University Data Protection Officer who will investigate the matter.

Our Data Protection Officer can be contacted at [dataprotectionofficer@glasgow.ac.uk](mailto:dataprotectionofficer@glasgow.ac.uk)

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Office (ICO) <https://ico.org.uk/>