

Dear Parent/Guardian,

### Taking part in Higher Education Outreach Activity

I am delighted to inform you that your son/daughter has been invited to participate in higher education outreach activities with the Higher Education Progression Partnership (Hepp). Our activities will take place either in school or as part of university campus visits.

For research, monitoring and evaluation of these activities and opportunities, the school will provide some personal data to Hepp and its partners, The University of Sheffield and Sheffield Hallam University. These include name, date of birth, gender, postcode, and basic information about ethnicity and disability. Under Data Protection Law we are able to process this data because it is necessary for a task carried out in the public interest.

More details about the data we are collecting and how this will be used can be found on our website [www.hepp.ac.uk/about/data-and-evaluation/](http://www.hepp.ac.uk/about/data-and-evaluation/)

Higher education outreach activities are aimed at showing pupils the opportunities available at college and university, and how completing a higher education course can benefit their job prospects. The activities may also help to improve pupils' attainment at school. The events are paid for by Hepp, which is jointly funded by Sheffield Hallam University and The University of Sheffield and we are currently working with your son/daughter's school. More details about the higher education outreach activities can be found at our website: [www.hepp.ac.uk/about/](http://www.hepp.ac.uk/about/)

If you wish to request for your child's data to be removed from our system, please advise the school in writing or by email as soon as possible.

Yours faithfully,



Gemma Styles Head of Hepp  
Hepp, Sheffield Hallam University and The University of Sheffield