



# HOW AAU PROCESSES YOUR DATA FROM THE LEARNING MANAGEMENT SURVEY 2021 – KOLDING

## WE ARE THE DATA CONTROLLER

Aalborg University  
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## THE PURPOSE OF PROCESSING YOUR DATA

Kolding Municipality's Early Childhood Education and Care services (nurseries and family day care) are participating in a research project called Learning Leadership (Læringsledelse). The aim of the project is to find knowledge-based ways to improve the quality of day care through the involvement of all stakeholders.

In this research work, data from all stakeholders carries significant weight.

You will be asked to fill in a questionnaire about your child/children's well-being, learning and development. The questionnaire will be repeated at the same time in 2023.

You and your child(ren)'s data is collected on behalf of Aalborg University by Conexus, Norway. Conexus will forward your and your child(ren)'s data to the Centre for Studies of Educational Practice at the Inland Norway University of Applied Sciences.

Conexus is a data processor, and therefore acts according to Aalborg University's instructions, which means that they will delete your and your child's/children's data when we request them to do so.

The Centre for Studies of Educational Practice is a collaborating party in the project, and their tasks include data analysis.

Your and your child(ren)'s information will be anonymised, so that you and your child(ren) cannot be identified via any publications. The anonymised data may be used for future research projects.

## WE PROCESS THE FOLLOWING PERSONAL DATA

General personal data (see the General Data Protection Regulation, art. 6 (1) (e))

*Name, email, phone number and the child's needs for special help and support.*

Sensitive personal data (cf. General Data Protection Regulation, art. 9 (2) (j))

*Ethnicity, any diagnoses that affect learning and well-being*

## HOW WE STORE YOUR DATA

We will store your personal data for as long as is necessary for the purpose of processing the data, and in accordance with applicable law. We will then delete, anonymise or archive your personal data.



## **YOUR RIGHTS**

According to the GDPR, when we process your personal data, you have several rights. However, not all rights apply when your data is processed for research purposes.

You may request that we delete your data, after which we will be obliged to delete your data if it is no longer necessary to fulfil the research purpose. AAU is not obliged to delete your personal data in all cases.

When we process your data for research purposes, you do not have the right to access our processing. You do not have the right to have data rectified, you do not have the right to restrict processing, and you do not have the right to object to the processing of your data.

## **AAU'S DATA PROTECTION OFFICER**

If you have general questions about your rights, you can contact our Data Protection Officer Niels Vase at [dpo@aau.dk](mailto:dpo@aau.dk)

## **DO YOU WANT TO FILE A COMPLAINT?**

We must, and will, follow the rules at all times. If you believe that we are not fulfilling our responsibilities, or that we are not processing your data in accordance with the rules, you may file a complaint with the Danish Data Protection Authority at [dt@datatilsynet.dk](mailto:dt@datatilsynet.dk)

However, we encourage you to also contact us, as we will do what we can to accommodate your complaint.

## **DISCLOSURE TO AND FROM THIRD PARTIES WITHIN THE EU AND EEA**

We have received your data from the Learning Management 2021 questionnaire in Kolding Municipality.

Your data (the answers to the 2021 questionnaire survey) will be passed on to the data processing company, Conexus, with whom Aalborg University has a data processing agreement. The results of the questionnaire will be returned to Kolding Municipality and the participating day care centres, in the form of tables and graphs in a results portal. All data is anonymised.

The Centre for Studies of Educational Practice in Norway will also help analyse the anonymized data.

## **ABOUT THE PROCESSING OF CONTACT INFORMATION**

Contact information, such as name, email and telephone number, processed for the purpose of answering questionnaires, is sent from Kolding Kommune, which is the data controller for this information.

The processing is carried out by AAU/CONEXUS as data processors.