3. Academic, contact information, the dates and nature of inquiries relating to visitors, enquirers, researchers and donors to our archives.

Records may include the contact details of applicants for access to College archives, records of applications, including the reasons for the application, the nature of the records requested and the access granted.

Such records may include disability information if this is relevant to accessibility of the archive. It may also include information about the reason for the enquirer’s interest, which may refer for example to their religious or belief.

4. Records of College cultural life: photographs, pictures, written records, invitations, other memorabilia and achievements of college members, teams, clubs and societies, prizes and performances, of participation in events and sporting fixtures and of the outcomes. This may include written correspondence and minutes relating to these matters.

We retain this data for as long as is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.

Archival decisions may include decisions about the reason for the archived item itself (for example, about its importance in the context of the College archive), and decisions about the long-term preservation of the item.

We retain this data for as long as is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.

Conservation information relating to items in the College archive, including the identity of who carried out the conservation of the item so as to ensure the conservation measures were performed.

We retain this data for as long as is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.

Events hosted and/or organised by the College, including the names of attendees, speakers, contributors, papers and documents.

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The records requested and the access granted.

- the College has a legitimate interest in maintaining the integrity of its archives, to ensure they are secure, and where available as a resource for researchers and others with a legitimate interest in using the archives.
- the records of College cultural life:
  - photographs, pictures, written records, invitations, other memorabilia and achievements of college members, teams, clubs and societies, prizes and performances, of participation in events and sporting fixtures and of the outcomes.
  - this information is also retained for the security of the collections.
- personal papers and collections donated to the College archive. These may consist of correspondence and documents relating to and/also relating to the donor or their third parties.

We retain this data for as long as is necessary for the purposes of our or someone else’s legitimate interests, except where overridden by your data protection rights and freedoms.

- laws relating to lawful basis (where applicable)
- special category details of public interest on, or in connection with, the public interest
- criminal conviction/criminal lifestyle

Schedule 1 to the Data Protection Act 2018
We obtain this data from the University of Oxford; we generate this data from public records and information and from you.

We obtain this data from the College's archive of former students and from historically document the College's teaching function, and for the purposes of future research.

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The College has a legitimate interest in maintaining a record of its activities as part of a long established university with a strong identity and history, in maintaining such records for future research.

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The College, its former employees and other parties have a legitimate interest in the College being able to provide references for former staff.

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Governance documents: College statutes and documents relating to their interpretation, including Privy Council documents and correspondence, decisions and documents relating to the College Visitor, Royal Commissions and related documents. These records may include the personal data of those named in the documents, including correspondents.

We collect the data here and generate this data about you to maintain a historic record of governance documents relating to the College.

Processing is necessary for the purposes of our or someone else's legitimate interests, except where overridden by your data protection rights and freedoms. The College has a legitimate interest in maintaining a record of its governance documents for future reference.