



University of East Anglia

Information Services Directorate

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04 November 2015

Dear

Freedom of Information Act 2000 – Information request (ref: FOI_15-210)

We have now considered your request of 26 October 2015 for the following information:

'Would it be possible for you provide me with a list of the schools that the 2015 intake of first year undergraduate students attended directly before joining the University of East Anglia (UEA)? Ideally I would like this information as a csv, .xls or similar file. The information I require is:

Column 1) the name of the school (plus any code that you use as a unique identifier)

Column 2) the country where the school is located (ideally using the ISO 3166-1 country code)

Column 3) the post code of the school (to help distinguish schools with similar names)

Column 4) the total number of new students that joined UEA in 2015 from the school.'

As agreed in our email conversation of 28 October, we have extracted the data as currently held in our reporting software. Please see accompanying file 'FOI_15-210 Appendix A'. Contrary to my original email, we were able to extract country information in most instances. We have also included the school ID used by the University. Blank cells indicate no relevant information was held on our reporting software.

Once we had included the country data we felt there was a potential risk of disclosing a small amount of personal data. Specifically, where we have students from only one school within a country, anyone who knew a first year undergraduate student of that nationality may be able to establish which school they had attended.

Although we acknowledge the number of 'unknowns' would make definitive identification more difficult, we believe this information constitutes these students' personal data, as defined by section 1(1) of the Data Protection Act 1998 (DPA), and that disclosure of the information would be against the first data protection principle under the DPA; namely that information must be fairly and lawfully processed, and that the processing also meets one of the conditions set out in Schedule 2 of that Act.

We do not have consent for the release of this information, and in this case we do not consider disclosure of the data to be necessary under any of the other conditions of Schedule 2.

To avoid disclosing any personal data, and in line with our obligations under section 40(2) of the Freedom of Information Act, we have therefore removed the names of schools where they were the only listed institution for a particular country.

Aside from these minor redactions, the information we have provided is held in a format which constitutes a dataset, as defined by s.11(5) of the Act. In accordance with the Code of Practice (datasets)¹, issued under s.45 of the Act, we have provided this dataset in a re-usable format. That is, as a Comma Separated Value (CSV) file.

The copyright and/or database rights in this dataset are owned solely by UEA. This dataset can be used and re-used without charge, under the terms of the Open Government Licence. This licence contains important conditions, which you are advised to read. <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

If you wish to re-use this dataset in any product or application you must include the following attribution statement:

2015 first year undergraduate feeder schools dataset, © Copyright University of East Anglia 2015. This information is licensed under the terms of the Open Government Licence: <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

We hope this file will meet your requirements. As discussed, it is possible another University system holds additional data we were unable to extract from our reporting software, and it would require separate processing to combine with the information provided. If you feel the attached data do not meet your requirements please do let us know and we will be happy to proceed with gathering the remaining data.

In addition, you have the right of appeal against this response. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website: https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Ellen Paterson
Information Policy and Compliance Manager
University of East Anglia

¹https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/243468/9780108512636.pdf