



GRADUATION PRIVACY NOTICE

The University of Bolton's graduation ceremonies are significant events for our graduates, their guests and our staff. These ceremonies are public events with official photography taken and live coverage broadcast on campus and online and therefore there is no expectation of privacy under data protection legislation for any attendees. This privacy notice explains how the University will process personal data for and during the event.

This privacy notice applies to all graduating students at the University of Bolton who are intending to graduate or may be eligible for an award, whether they attend a ceremony or not, invited guests and staff. Please note the following important information and ensure that your guests are also aware of the information relevant to them:

Graduation Ceremony Programme

- Your student name will be listed underneath your award title and subject within the graduation ceremony programme published by the University. The programme is distributed to all those who attend on the day of graduation.

During the Graduation Ceremony

- If you graduate in person your name and award title will be read out at the ceremony immediately prior to you walking across the stage
- Your photograph will be taken at the point that you receive your 'scroll' and shake the hand of the Presiding Officer.
- The University's official photographer(s) that include William Northam will take generic crowd shots (which may include you and your guests) at all venues and graduation receptions.
- For individual or smaller group shots off stage the photographer will seek your consent before taking the photograph. You should advise the photographer before any photograph is taken if you do not wish to be photographed.
- All ceremonies are live streamed to the University website, on screens around campus and ceremony venue, and via social media at the time of the ceremony.
- Television companies may be present to interview our honorary graduands and other VIPs or to film the event generally. **If you do not wish to appear on television, you should maintain your distance fro**

