



University of East Anglia  
Norwich Research Park  
Norwich NR4 7TJ  
United Kingdom

Email: [rao.data@uea.ac.uk](mailto:rao.data@uea.ac.uk)  
Tel: +44 (0) 1603 591845

Web: [www.uea.ac.uk](http://www.uea.ac.uk)

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Dear Parents,

As you may be aware, the University of East Anglia's (UEA) Outreach and Widening Participation teams (and Network for East Anglian Collaborative Outreach, neaco) work with schools and colleges across Norfolk and Suffolk to raise knowledge of, and aspiration towards, Higher Education.

To monitor and evaluate the impact of our work, your child/ward's school will share limited personal information about them with us. In order to ensure we only hold data about those who do not object to UEA using their information in the ways outlined, you can ask us at any time not to use your child/ward's data. To do so please contact [rao.data@uea.ac.uk](mailto:rao.data@uea.ac.uk).

UEA takes its obligations towards data protection seriously and will only ever use the information that you give us in accordance with UK data protection law.

This letter is for information only. For full details on what information is shared and how it is used, please see our full privacy notice <http://tinyurl.com/y2fm9zym>. If you would like a printed copy of this notice, please email [rao.data@uea.ac.uk](mailto:rao.data@uea.ac.uk) and we will be happy to supply one.

We will look forward to continuing our work with your child/ward's school.

Yours faithfully

Charlotte Wheatland  
Assistant Head of Outreach