



# **T-RES Project**

## **Website Privacy Policy**

## **Introduction**

The T-Res (Transition Resources) Autism Toolkit project is research, led by a team from Dublin City University, AsIAM, Middleton Centre of Autism and St Ultans Primary School in Cherry Orchard. The Research is being conducted with the aim of highlighting and understanding the unique challenges faced by children and young people with Autism Spectrum Disorder as a result of the restrictions and public health guidelines resulting from the Covid-19 pandemic, as well as the challenges posed to their families. Ultimately, the research project is striving to support young people with ASD and their families as they adjust to these issues.

## **Information we collect**

Our project collects the following data: Personal identification information

- ✧ Name
- ✧ email address
- ✧ Role/Occupation
- ✧ Location: Country/City/County
- ✧ Resource preferences and feedback
- ✧ Opt in to taking part in research
- ✧ Opt in to receiving updates, etc

## **How do we collect your data?**

We collect data and process data when you:

- Register online for the TRES website
- Voluntarily complete a user survey or provide (via email or other means) to our team .
- Use or view our website via your browser's cookies.
- Engage in any of our primary research sessions (e.g. surveys or Delphi studies).

## **How will we use your data?**

Our project team collects your data so that we can:

- Reach out to you via email (or otherwise) for project related communications
- Seek your input for our future efforts in the domain of the project.

TRES will not share your data with other third parties outside of the project.

## **How do we store your data?**

TRES securely stores your data using our GDPR compliant and secure DCU computing infrastructure. TRES will keep your data while the project is operational and once this time period has expired, we will delete your data.

## **What are your data protection rights?**

TRES would like to make sure you are fully aware of all of your data protection rights.

Every user is entitled to the following:

- ✧ **The right to access** – You have the right to request from TRES copies of your personal data.
- ✧ **The right to rectification** – You have the right to request that TRES correct any information you believe is inaccurate. You also have the right to request TRES to complete the information you believe is incomplete.
- ✧ **The right to erasure** – You have the right to request that TRES erase your personal data, under certain conditions.
- ✧ **The right to restrict processing** – You have the right to request that TRES restrict the processing of your personal data, under certain conditions.
- ✧ **The right to object to processing** – You have the right to object to TRES's processing of your personal data, under certain conditions.
- ✧ **The right to data portability** – You have the right to request that TRES transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email: [cillian.egan@dcu.ie](mailto:cillian.egan@dcu.ie)

## **Cookies**

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit <http://allaboutcookies.org>.

## **How do we use cookies?**

Our project team uses cookies to understand how you use our website and when you return to our website.

## **What types of cookies do we use?**

There are a number of different types of cookies, however, our website uses:

**Functionality** – Our project team uses these cookies so that we recognize when you return to our website.

**Informational** – Our project team uses these cookies to collect information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address. We use this information in an aggregated and anonymised manner for our reporting to the funding agency.

## **Privacy policies of other websites**

The TRES website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## **Changes to our privacy policy**

TRES keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 1 October 2020.

## **How to contact us?**

If you have any questions about our website's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: [cillian.egan@dcu.ie](mailto:cillian.egan@dcu.ie)

## **How to contact the appropriate authority?**

Should you wish to report a complaint or if you feel that our team has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Webform: <https://forms.dataprotection.ie/contact>

Address: *Data Protection Commissioner of Ireland,*

*21 Fitzwilliam Square South*

*Dublin 2*

*D02 RD28*

*Ireland*