

University of St Andrews: British Sign Language Plan engagement survey Privacy statement (data protection)

Why are we conducting this survey?

The University of St Andrews are currently seeking feedback on our second BSL Plan (2024-30). The Plan is available in [document form \(English\)](#) and [video form \(BSL\)](#).

The survey seeks feedback and guidance from BSL users, and those supporting the interests of this group. This aims to help us better meet our duties under the BSL Scotland Act 2015, by helping us to enhance and prioritise the actions we have set.

What does the survey ask?

The survey asks information around your relationship with the University, your level of BSL proficiency, and the region where you live. This allows us to ask questions that are relevant to you. The survey also asks you to rate our BSL Plan, and the extent to which its actions are relevant to you, with the option to elaborate in free text.

The survey does not ask for personal data, to ensure that individuals cannot be identified. You do not have to answer questions that you do not wish to answer. The final page gives the option to access a separate contact form where details can be provided if you wish to receive future information around BSL at St Andrews.

Our [BSL Survey information sheet](#) provides more detail on what we ask, and why.

Who can access my survey answers?

Survey responses are anonymous and will only be available to the University's Equality Diversity and Inclusion (EDI) Team who are coordinating our BSL Plan. Data may also be accessed by our Planning and Statistics Team, to conduct statistical analyses. Statistical summaries and conclusions will be presented to selected University staff and students, and may be published as part of future reports.

How will my data be stored?

Survey responses will be securely held on computer systems managed by the University of St Andrews. The data will be placed into an excel spreadsheet which will then be analysed by the EDI Team.

Data will be aggregated, and any reference to identifiable individuals will be removed. Conclusions will then be presented to selected University staff via a written report and oral presentation, enabling them to help deliver the plan. Conclusions may be published, and shared with other stakeholders who can help deliver the Plan's aims.

The report will be retained for use over our Plan's 6-year lifespan. Individual responses will be deleted from university systems within 1 year of completing the report

Contact us

If you have a question, comment, suggestion or complaint about the survey, or how your data is used, please contact: diversity@st-andrews.ac.uk.

Many thanks again for your interest and participation,
Best regards,
University of St Andrews Equality, Diversity & Inclusion Team