



## Data Protection

Please ensure you read the statement below from the College. The College collects information about all its staff and learners for various administrative, academic and health and safety reasons. Because of the Data Protection Act 1998, we need your consent before we can do this.

## Privacy Notice 2011/12

### How We Use Your Personal Information

The personal information you provide is passed to the Chief Executive of Skills Funding (“the Agency”) and, when needed, the Young People’s Learning Agency for England (“the YPLA”) to meet legal duties under the Apprenticeships, Skills, Children and Learning Act 2009, and for the Agency’s Learning Records Service (LRS) to create and maintain a unique learner number (ULN). The information you provide may be shared with other partner organisations for purposes relating to education or training.

Further information about use of and access to your personal data, and details of partner organisations are available at:

<http://skillsfundingagency.bis.gov.uk/privacy.htm>

<http://www.ypla.gov.uk/privacy.htm>

<http://www.learningrecordsservice.org.uk/privacy-copyright.htm>

### Consent to Process Statement

I agree to City College Brighton and Hove processing personal data contained in this form, or other data which the College may obtain from me or other people, whilst I am a student. I agree to the processing of such data for any purposes connected with my studies or my health and safety whilst on the premises or for any other legitimate reason.

Tick any of the following boxes if you do **not** wish to be contacted:

1. About courses or learning opportunities  
 Please tick (✓) here
2. For surveys and research  
 Please tick (✓) here
3. By post  
 Please tick (✓) here
4. By phone  
 Please tick (✓) here
5. By email  
 Please tick (✓) here