

Consalia Limited

# Data Protection Policy

Version number	Date of issue	Reason for update

# Data Protection

## 1. Data Particulars

<b>Personal Data for which the Training Provider and the Employer are the Controller</b>	<ul style="list-style-type: none"> <li>(a) Enrolment and course completion personal data</li> <li>(b) Learning and teaching assessment information;</li> <li>(c) Reporting information required by the Education Skills Funding Agency Funding Rules for Apprenticeship Training Providers (including Apprenticeship Completion Certificates);</li> <li>(d) Statutory monitoring data and reporting data, relevant to the Training Providers functions as a higher education training provider;</li> <li>(e) Reporting information disclosable to the ESFA;</li> </ul>
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## 2. Purpose of Processing

Personal Data specified in the Data Particulars will be processed to enable the Apprenticeship Programme to be delivered in accordance with this agreement and to enable each Party to discharge its legal obligations in its applicable respective roles as employer or trainer of the Apprentice.

## 3. Permitted Recipient

The Permitted Recipients are:

- The respective employees of each Party that need to Process the Personal Data in connection with the operation of Apprenticeship Programme;
- The Training Provider's Subcontractor(s) to the extent necessary to carry out its obligations as the Training Provider's Subcontractor;
- The ESFA in relation to information specified in Section 1 of this Schedule above;
- Regulatory bodies as applicable, permitted by law to request the Personal Data;

- Other third parties, in respect of whom the disclosing Party has satisfied itself that any Processing involving such third parties is lawful and in compliance with clause 17 of the agreement.