

How Hull Training and Adult Education uses Personal Information

The General Data protection Regulation (or GDPR for short) is a positive step towards you having more control over how your data is used.

Hull Training and Adult Education is committed to clearly explaining what data we collect, its purpose, how long we keep it for and who we would share it with. The table below identifies this.

Data we collect	Why we collect it	Who we share it with	How long we keep it for
Sensitive Data such as Name, Address, Date of Birth, Contact details, Ethnicity, National Insurance Number, Gender, Learning Difficulty, Disability	We collect this data on behalf of our Funding Bodies. For more details about how they use your data please visit their website https://www.gov.uk/government/publications/learning-records-service-the-plr-for-learners-and-parents	The Education and Skills Funding Agency and the Department for Education	Until 2030 for accredited learning 7 years from completion for non-accredited learning
As above	Register learners for qualifications	Awarding bodies - various	As above
As above	Report safeguarding concerns to the Safeguarding Board	Safeguarding Board	Up to the learner's 25 th birthday
As above	IT Account creation	Google sites	+ 1 year post qualification achievement /end of course
As above	IT Account creation	E Portfolio	+ 6 years post qualification
As above	Follow up post course to see what impact the training has had	External company for learner destination	Report will be retained as per the funding data. The company will retain the data for the duration of the contact
As above + parental contact and Doctor contact		Crèche registration	+ 2 year from last visit
As above		Additional	As per

		Learning Needs/ Education Health Care Plan	funding data
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If you have any questions about Data Protection and Hull Training and Adult Education, please contact:

learneradvice@hullcc.gov.uk

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