

Data Privacy Notice

Data Privacy Notice

We will ask you to fill in some forms during your course to be able to provide information to the Education & Skills Funding Agency who funds your course.

We will only share this information with the Education & Skills Funding Agency and any other learning provider you enrol with, and will keep data about you confidential from any other party.

General Data Protection Regulation (GDPR) 2018

Everybody working in the Adult Skills & Family Learning Service is affected by the GDPR which regulates data protection and privacy for all individuals within the European Union. Under this Regulation, Lincolnshire County Council is the controller of the data you provide.

In accordance with our Safeguarding Policy, only appropriate Adult Skills & Family

Learning Service personnel have access to personal data, and strict guidelines apply to its processing.

Your personal information is used by the Department for Education (DfE) to exercise its functions and to meet its statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009 and to create and maintain a unique learner number (ULN) and a personal learning record (PLR).

Your information will be securely destroyed after it is no longer required for these purposes.

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 organisations with whom the data is regularly shared is available at: <https://www.gov.uk/help/privacy-policy>
The Adult Skills & Family Learning Service's privacy notice outlining how it applies data protection principles to processing data can be found [here](#).