

Confidentiality of Data

General Data Protection Regulation, or GDPR, became law in May 2018.

On Course South West is committed to protecting the rights and freedoms of data subjects and safely and securely processing their data in accordance with General Data Protection Regulations.

On Course South West holds the information you provide on your enrolment form and learning agreement and has a responsibility to ensure that this information is kept secure and confidential.

An individual may request a copy of any data held about them, or information about the reasons it is kept and processed. Any such request must be in writing and individuals seeking information will be required to prove their identity.

What do you do if you want to access your records?

You are entitled to see the information On Course South West holds about you. Find more information on the link below:

www.plymouth.gov.uk/aboutcouncil/accessinformation/dataprotection

Any enquiries about data protection can be emailed to DataProtectionOfficer@plymouth.gov.uk