

Privacy Notice for the T Level Professional Development Offer

Who we are

For the purpose of data protection legislation, the Department for Education (DfE) is the data controller for the personal data processed as part of the T Level Professional Development Offer.

The Education and Training Foundation (ETF) is working under contract on behalf of the DfE to deliver this offer.

How we will use your information

We receive your personal data from the ETF and are processing it in order to measure the impact of the T Level Professional Development Offer.

The aim of this offer is to help staff, including teachers, trainers, managers and leaders, to prepare for the roll-out of the new T Levels.

The training is focusing on making sure teachers understand the pioneering new qualifications as well as an opportunity to update their subject and industry knowledge, so it is relevant to the needs of business. Providers and their staff will be able to access the training in a variety of different formats, for example online or face to face.

To enable the processing of the remission payments for attending the Mentoring, Industry Placements, Teaching and Learning on ..." courses and Group Industry Placements

Your personal data will be used to measure and evaluate the impact of the offer, and you may be contacted by our partners and asked if you can provide further information or participate in surveys (this is voluntary).

The personal data will be anonymised and aggregated and used to produce high-level management information data to evidence uptake of the T Level Professional Development offer. This high-level anonymous management information data may then be published on ETF's website.

The nature of your personal data we will be using

The categories of your personal data that we will be using for this offer are:

- Email
- First name
- Last name
- Telephone

- Job title
- Job role
- Organisation

The nature of the special category data we will be using

The categories of the special category data that we will be using for this offer are:

- Dietary requirements
- Access requirements

Why our use of your personal data and special category data is lawful?

In order for the use of your personal data and special category data to be lawful, we need to meet one (or more) conditions in the data protection legislation. For the purpose of this offer, the processing of personal data is necessary for the performance of a task carried out in the public interest.

The lawful basis for processing the special category data is article (2)(g) of the UK GDPR substantial public interest condition (16) Support for individuals with a particular disability or medical condition and your consent.

Who we will make your personal data available to?

We sometimes need to make personal data available to other organisations. These might include contracted partners (who we have employed to process your personal data on our behalf), your employer, and/or other organisations (with whom we need to share your personal data for specific purposes).

Where we need to share your personal data with others, we ensure that this data sharing complies with data protection legislation. For the purpose of this offer:

- we are contracting the Education and Training Foundation (<https://www.et-foundation.co.uk>) and Thought Industries (<https://www.thoughtindustries.com>) to process your personal data on our behalf.

How long we will keep your personal data?

The Department for Education will keep your personal data until the completion of the offer (up to 7 years or as long as is needed to allow evaluation of this offer) so that we are able to evaluate and measure the impact of the offer. Please note that the Access requirements and Dietary requirements personal data required for event attendance, will be deleted 30 days after the event has taken place.

Your data protection rights

Under certain circumstances, you have the right:

- to ask us for access to information about you that we hold
- to have your personal data rectified, if it is inaccurate or incomplete
- to request the deletion or removal of personal data where there is no compelling reason for its continued retention and processing

- to restrict our processing of your personal data (i.e. permitting its storage but no further processing)
- to object to direct marketing (including profiling) and processing for the purposes of scientific/historical research and statistics
- not to be subject to decisions based purely on automated processing where it produces a legal or similarly significant effect on you

If you need to contact us regarding any of the above, please do so via the DfE site at: <https://www.gov.uk/contact-dfe>.

Further information about your data protection rights appears on the Information Commissioner's website at:
<https://ico.org.uk/for-organisations/guide-to-data-protection/principle-6-rights/>.

Withdrawal of consent and the right to lodge a complaint

Where we are processing your personal data with your consent, you have the right to withdraw that consent. If you change your mind, or you are unhappy with our use of your personal data, please let us know by contacting <https://www.gov.uk/contact-dfe> and state the name of this project.

Alternatively, you have the right to raise any concerns with the Information Commissioner's Office (ICO) via their website at <https://ico.org.uk/concerns/>.

Last updated

We may need to update this privacy notice periodically, so we recommend that you revisit this information from time to time. This version was last updated on 31 July 2024.

Contact Info:

If you have any questions about how your personal information will be used, please contact us at <https://www.gov.uk/contact-dfe> and enter T Level Professional Development Offer as a reference. For the Data Protection Officer (DPO) please contact us via [gov.uk](https://www.gov.uk) and mark it for the attention of the 'DPO'.