



From mountain to sea

Privacy Notice

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- To enable us to provide your contact details including (name, place of work and e-mail address) to our contracted SVQ training provider, who will be delivering the Modern Apprenticeship (MA) Framework qualification SVQ in Social Services (Children & Young People) @ SCQF Level 7 that you have been employed, to undertake alongside your role as an MA working in our early learning & childcare service.

Your information is:

Being collected by Aberdeenshire Council

Please pick the applicable option

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
6(1)(b) – Processing is necessary for the performance of a contract with the data subject or to take steps to enter into a contract	X	9(2)(b) – Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement	X

Please tick all that apply

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

Not applicable

Your information will be shared with the following recipients or categories of recipient:

The training provider of the course for which you have signed up to.



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Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not applicable.

The retention period for the data is:

Until such time that you have completed your SVQ Qualification and been certificated for the same.

The following automated decision-making, including profiling, will be undertaken:

Not applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.