



From mountain to sea

Privacy Notice – Modern Languages for SQA (Scottish Qualifications Authority)

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 the schools within the Council to cross-mark and moderate candidate evidence.**
- **For SQA purposes This is part of an authority wide moderation process and the pupils would not be identified by name.**

Your information is being gathered by Aberdeenshire Council.

The Legal Basis for collecting the information is:

Personal Data	
Public Task	X

The retention period for the data is:

Your information will be held for 6 months to allow for any moderation process by the SQA.

Please note that you have the following rights:

- 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 request rectification or erasure of your personal data, as so far as the legislation permits.

Please check the box to confirm you have read and understand the above Privacy Notice.