

How We Use Your Personal Information

Inspire Learning (and/or our sub-contractors) receives funding from the Education and Skills Funding Agency (ESFA). In order to secure this funding we have to submit data reports to the ESFA about our courses and the learners who attend these courses. We need to ensure all our records are complete and accurate and need learners to provide us with information that the ESFA require about our learners. Failure to provide this information may affect our funding. The information learners provide to Inspire Learning (and/or our sub-contractors) is treated as confidential and will be stored securely. It will only be used for the purposes set out in this Learning Agreement and will only be shared with the organisations identified.

Contact by Inspire Learning:

Inspire Learning (and/or our sub-contractors) may need to contact you for a variety of reasons. For example, to inform you of any changes to the course, to check our provision is meeting your requirements, to obtain information required by our funders or carry out surveys to assess the impact of our courses.

Education and Skills Funding Agency (ESFA) Privacy Notice 2019 to 2020

This privacy notice is issued by the Education and Skills Funding Agency (ESFA), on behalf of the Secretary of State for the Department of Education (DfE). It is to inform learners how their personal information will be used by the DfE, the ESFA (an executive agency of the DfE) and any successor bodies to these organisations.

For the purposes of relevant data protection legislation, the DfE is the data controller for personal data processed by the ESFA. Your personal information is used by the 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.

Your information may be used for education, training, employment and well-being related purposes, including for research. The DfE and the English European Social Fund (ESF) Managing Authority (or agents acting on their behalf) may contact you in order for them to carry out research and evaluation to inform the effectiveness of training.

Your information may also be shared with other third parties for the above purposes, but only where the law allows it and the sharing is in compliance with data protection legislation.

Further information about use of and access to your personal data, details of organisations with whom we regularly share data, information about how long we retain your data, and how to change your consent to being contacted, please visit:

<https://www.gov.uk/government/publications/esfa-privacy-notice/education-and-skills-funding-agency-privacy-notice-may-2018>