



Privacy Statement

Children's Services are collecting your personal data to enable you access to a Moodle account provided by the Hubken Group who will process your data on Hampshire County Council's behalf. The purposes of this access may include the following:

- share information regarding the service you are receiving
- provide you with access to resources and training materials to assist your learning;
- enable you to upload evidence in support of the course you are undertaking;
- provide access to communication forums and provide you with key communications;
- provide you with access to Superfluous Library Equipment.

In order to set the account up we will ask that you provide your name and email address. We ask you to use your School's or Organisation's email address (where possible) when signing up for a Moodle Account.

We collect and use the information ensuring that we comply with the UK General Data Protection Regulation (UKGDPR) and the Data Protection Act 2018 (DPA2018) requirements for processing through Article 6(1)(f) of the UKGDPR where processing is necessary for the purposes of the legitimate interests pursued by the County Council where such interests are not overridden by the interests or fundamental rights and freedoms of the data subject. A legitimate interest test has been completed.

All information collected to set up your account or throughout your involvement with the service will be held within the County Council's Document Management Systems (DMS) in line with the relevant service's retentions schedule. Any third party processors that hold County Council data are required to comply with our instructions and may only process personal data outside of the UK in accordance with the UK GDPR.

You have the right to unsubscribe to the Hants SLS Moodle (remove your consent) at any time by emailing hq.sls@hants.gov.uk. If you decide to remove your consent it will have no negative impact on you in terms of being able to access services from Hampshire County Council in the future. Please note that this manual procedure will take one working day. The Hubken Group will delete any information held about you within one month of your account being deactivated.

Under data protection legislation, you have the right to:

- request access to your records;
- prevent processing for the purpose of direct marketing;
- object to decisions being taken by solely automated means;
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection regulations.

If you have a concern about the way we are collecting or using your personal data, you can raise your concern with us in the first instance or you can go directly to the Information Commissioner's Office, as the supervisory authority, at <https://ico.org.uk/concerns/>.

For further information on how we handle personal information, your data rights, how to raise a concern about the way we are processing your information and the County Council's Data

Protection Officer, please see our General Privacy Notice:

<https://www.hants.gov.uk/aboutthecouncil/strategiesplansandpolicies/dataprotection>