

Idea Store Learning: Health Screening Questionnaire Privacy Notice

Data Controller and Purpose

The information you provide will be used by the London Borough of Tower Hamlets' Idea Store Learning Service, to process your personal data. The service is provided jointly with Education and Skills Funding Agency under the Idea Store Learning Service and Tower Hamlets Council is the Data Controller.

We process your data in accordance with the General Data Protection Regulation (GDPR) and if you have any concerns the Council's Data Protection Officer can be contacted on DPO@towerhamlets.gov.uk

Condition For Processing Personal Data

It is necessary for us to process your personal data [name and disclosed health information], under the GDPR to ensure that you complete Health, Fitness & Wellbeing, Cookery, Technical Education and Visual Arts class activities / exercises safely, so that your class tutor is able to undertake individual risk assessments for learners and to ensure that the correct remedial action is taken when necessary.

How long do we keep your information?

We will only hold your information for a maximum of 6 years in line with our retention schedule and to meet the requirements of our funding providers, The Education and Skills Funding Agency (ESFA).

Information sharing

Your personal information will only be shared with internal departments [class tutor and programme manager].

Your Rights

You can find out more about your rights on our [Data Protection Page](#) and this includes how to complain to the Information Commissioner.