



Privacy Notice

Introduction

This statement is intended to provide you with information as to how The Learning Records Service will collect and use your personal information and data, and how you can exercise choice in respect of the use of your personal data. Survive and Save Training Ltd is approved by the Learner Records Services as a Learner Registration Body. Further details about the Learning Records Service can be found at <https://www.gov.uk/topic/further-education-skills/learning-records-service>.

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- The information you supply will be used by the Skills Funding Agency, an Executive Agency of the Department for Business, Innovation and Skills, to issue you with a Unique Learner Number (ULN) and your own on-line Personal Learning Record.
- Your Personal Learning Record will include information about your qualifications, awards, training events and learning achievements that you may collect throughout your education lifetime – at all levels and also whilst you are working and learning.
- Your PLR can be shared with organisations who have a responsibility for providing, funding and serving your education and training.
- Your ULN is a ten digit reference number, unique to yourself for use within education. Please keep this number in a safe place.
- If you have still not reached the age of 16, you might first wish to discuss this privacy notice explanation with your parent or legal guardian.
- The Skills Funding Agency funds some of the qualifications and training that you may be receiving through your college, training or learning provider.
- Your PLR record will help you to share your achievements, including any participation of learning, the training institute details and over what period. Please note that you will always be in control of who accesses your Personal Learning Record.
- Your ULN will also be used to collect and share information amongst education related organisations, careers advisors, and college registration and course enrolment staff.

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