

# DATA PROTECTION



## Data Protection and Privacy

IPC Exeter is committed to protecting the privacy and personal data of its students, staff and partners.

We collect and process personal information only where necessary for the administration and delivery of our educational programmes.

Our data protection principles include:

processing personal data fairly and lawfully

collecting only the information required for legitimate purposes

storing data securely

limiting access to authorised personnel

retaining data only for as long as necessary

Personal information will not be shared with third parties except where required for programme administration or where legally required.

Individuals have the right to request access to personal data held by IPC Exeter and to request corrections where appropriate.

Further information regarding our data protection procedures is available upon request.