

Mercia College Privacy Notice Visitors

How we use your information. This privacy notice tells you how we, Mercia College Limited, will collect and use your personal data. Mercia College processes data under the lawful basis of **Public task**. We have a duty to safeguard our students and to ensure we know who is on the premises at any time. The legislation we rely on to justify the above is:

[Technical and Further Education Act 2017](#)

[Further and Higher education Act 1992](#)

[Further education and Training Act 1992](#)

[Further education Loans Amendment 2018](#)

[Higher Education Act 2004](#)

Why does Mercia College need to collect and store personal data? In order for you to visit the premises we need to collect your personal data this includes your name the organisation you represent. In rare circumstances we may need to pass your personal details to the police or our insurers. If your data is needed for legal proceedings we may need to keep it for longer in this case we will inform you

You have rights as a data subject to find out about your rights, how to make a complaint and how to make a subject access request see our Data Subject Rights Policy or contact our Data Protection Officer Keli Burns keli.burns@mercia-college.co.uk tel: 01332 332727

You have the right to contact the ICO if we cannot resolve your concerns
<https://ico.org.uk/concerns>