Data Protection:
Privacy Notice - Website

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Putting Students First

At The Isle of Wight College, we are committed to protecting and respecting your privacy.

This Policy explains when and why we collect personal information about people who visit our website, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Policy from time to time so please check this page occasionally to ensure that you're happy with any changes. By using our website, you're agreeing to be bound by this Policy.

Any questions regarding this Policy and our privacy practices should be sent by email to info@iwcollege.ac.uk or by writing to The Isle of Wight College, Medina Way, Newport Isle of Wight PO30 5TA. Alternatively, you can telephone 01983 526631.

Who are we?

We are The Isle of Wight College, the Isle of Wight's general further and higher education college.

How do we collect information from you?

We obtain information about you when you use our website, for example, when you contact us about products and services, apply for a course, enrol on a course or register to receive our newsletters.

What type of information is collected from you?

The personal information we collect when you contact us about products and services might include your name, address, email address, IP address, etc. If you make a purchase online or purchase a product from us, your card information is not held by us, it is collected by our third party payment processors, who specialise in the secure online capture and processing of credit/debit card transactions, as explained below.

Why do we need this information?

We process personal information for certain legitimate business purposes, which include some or all of the following:

Contract

We process personal data to fulfil our contractual obligations regarding applications in order to deliver the expected service only.

Legal obligation

We process personal data (where bound by common law or statutory obligation) regarding enrolments in order to provide mandatory statistics to local body and/or

central government to comply with our 'specific duties' outlined in the Public Sector Equality Duty, April 2011.

Special category data

We process 'special category' personal health data regarding enrolments, where it is necessary for the purpose of preventive or occupational medicine, to uphold our duty of care and/or to fulfil our safeguarding obligations.

We process sensitive criminal conviction regarding enrolments, as an organisation authorised by law to providing appropriate safeguards 'special category' data will be shared with third-parties under our legal obligations (such as external DBS checks) in accordance with Article 10 of the General Data Protection Regulation.

How is your information used?

We may use your information to:

- meet our legal and statutory duties and responsibilities
- process applications, enrolments and workforce development programmes and contracts
- provide you with a high quality service. This would be for our own internal records.
- contact you in response to a specific enquiry
- customise our services so they work better for you
- process a purchase
- deal with entries into a competition
- seek your views or comments on the services we provide;
- notify you of changes to our services
- send you communications which you have requested and that may be of interest to you.
- process a bursaryor job application.

We review our retention periods for personal information on a regular basis. We are legally required to hold some types of information to fulfil our statutory obligations. We will hold your personal information on our systems for as long as is necessary for the relevant activity, or as long as is set out in any relevant contract you hold with us.

Who has access to your information?

We will not sell or rent your information to third parties.

We will not share your information with third parties for marketing purposes.

We are legally required to share some types of information to government appointed bodies to fulfil our statutory obligations (such as, the Department of Education and auditors).

Third Party Service Providers working on our behalf: We may pass your information to our third party service providers, agents, subcontractors and other associated organisations for the purposes of completing tasks and providing services to you on our behalf (for example to process enrolments and send you mailings). However, when we use third party service

providers, we disclose only the personal information that is necessary to deliver the service and we have a contract in place that requires them to keep your information secure and not to use it for their own direct marketing purposes. We will not release your information to third parties beyond the College for them to use for their own direct marketing purposes, unless you have requested us to do so, or we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime.

If, as part of the entry requirements for your course or if you are applying for a job with The Isle of Wight College, we need to take up a reference or obtain 'disclosure' from the Disclosure and Barring Service we will inform you beforehand.

Your choices

You have a choice about whether or not you wish to receive information from us. If you do not want to receive direct marketing communications from us regarding our products and services, then you can select your choices by ticking the relevant boxes situated on the form on which we collect your information.

We will not contact you for marketing purposes by email, phone or text message unless you have given your prior consent. We will not contact you for marketing purposes by post if you have indicated that you do not wish to be contacted. You can change your marketing preferences at any time by contacting us by email: info@iwcollege.ac.uk or telephone on 01983 526631.

How you can access and update your information

The accuracy of your information is important to us. We are working on ways to make it easier for you to review and correct the information that we hold about you. In the meantime, if you change email address, or any of the other information we hold is inaccurate or out of date, please email us at: info@iwcollege.ac.uk, or write to us at: The Isle of Wight College, Medina Way, Newport, Isle of Wight PO30 5TA.

You have the right to ask for a copy of the information The Isle of Wight College holds about you (we may make a charge for information requests) to cover our costs in providing you with details of the information we hold about you.

Security precautions in place to protect the loss, misuse or alteration of your information

When you give us personal information, we take steps to ensure that it's treated securely. Any sensitive information (such as personal information, credit/debit card details) is encrypted and protected in transit with 256 Bit encryption on SSL.

If you request information from us by letter, telephone, email, submitting an enquiry card or from a sales appointment, we will make a record of that enquiry and will use the information you give us to provide you with a response. We will only use the information for

these purposes and to provide a follow up service to ensure that we provided you with what you asked for. You are able to request that we stop contacting you at any time.

Any emails sent to us, including attachments, may be monitored. Please be aware that you have a responsibility to ensure that any email you send us is in the bounds of the law.

Use of 'cookies'

Like many other websites, The Isle of Wight College website uses cookies. 'Cookies' are small pieces of information sent by an organisation to your computer and stored on your hard drive to allow that website to recognise you when you visit. They collect statistical data about your browsing actions and patterns and do not identify you as an individual. For example, we use cookies to store your country preference. This helps us to improve our website and deliver a better more personalised service.

It is possible to switch off cookies by setting your browser preferences. Click here for more information on how to switch off cookies on your computer. Turning cookies off may result in a loss of functionality when using our website.

Links to other websites

Our website may contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website.

In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the policy of that third party site.

16 or Under

We are concerned to protect the privacy of children aged 16 or under. If you are aged 16 or under, please get your parent/guardian's permission beforehand whenever you provide us with personal information.

Transferring your information outside of Europe

As part of the services offered to you through this website, the information which you provide to us may be transferred to countries outside the European Union (“EU”). By way of example, this may happen if any of our servers are from time to time located in a country outside of the EU. These countries may not have similar data protection laws to the UK. By submitting your personal data, you are agreeing to this transfer, storing or processing. If we transfer your information outside of the EU in this way, we will take steps to ensure that appropriate security measures are taken with the aim of ensuring that your privacy rights continue to be protected as outlined in this Policy.

If you use our services while you are outside the EU, your information may be transferred outside the EU in order to provide you with those services.

Review of this policy

We keep this policy under regular review. This policy was last updated in January 2026.