



National Citizen Service (NCS) Privacy Policy

When giving your details as a young person

When you register an expression of interest in doing NCS you will be asked to enter your personal details, including your name, e-mail, telephone number and home address. If you sign up to NCS, photographic images and/or video of you (for example, if you are in a group photo) may be created during your participation in NCS. By submitting the Expression of Interest form you agree to your personal data being stored, shared and used by the NCS Trust (the data controller) and the following organisations: NCS contractors and their sub-contractors, government bodies, strategic partners of NCS, fraud detection organisations, organisations supporting the delivery of NCS or other organisations (including any organisation running or supporting all or part of NCS in the future).

Your data will be used for the purposes of:

- Running and evaluating NCS, including contacting you when necessary.
- Contacting you about graduate opportunities, events, research, referral promotions or competitions and to send you promotional material.
- Contacting you about taking part in press and communications activity related to NCS.
- Helping us develop, deliver, and improve the design, content and marketing of NCS.
- Internal purposes such as auditing, evaluation, data analysis, preventing or detecting fraud or error, and research to improve our service and customer communications.
- If you enter into a sweepstake, contest, or similar promotion related to NCS we may use the information you provide to administer those programs.
- In the case of photographic images and/or video, producing publicity, promotional and marketing material for NCS.

We will not hold your personal data for longer than is necessary for the above purposes. We will not share your personal data with third parties for their marketing purposes.

When giving your details as a parent, guardian or carer

When you register an expression of interest in your son or daughter doing NCS, you will be asked to enter your personal details, including your name, e-mail, telephone number and home address. By submitting the Expression of Interest form you agree to your personal data being stored, shared and used by the NCS Trust and the following organisations: NCS providers, government bodies, strategic partners of NCS or other organisations (including any organisation running all or part of NCS in the future).

Your data will be used for the purposes of:

- Contacting you about your son/daughter taking part in NCS
- Contacting you about taking part in press and communications activity related to NCS.
- Helping us develop, deliver, and improve our service, content, and advertising.

Internal purposes such as auditing, evaluation, data analysis, preventing or detecting fraud or error, and research to improve our service and customer communications.



When giving your details as a Teacher or Tutor or member of staff at an educational establishment

When you register an expression of interest in doing NCS you will be asked to enter your personal details, including your name, e-mail and telephone number. By submitting the Expression of Interest form you agree to your personal data being stored, shared and used by the NCS Trust and the following organisations: NCS contractors and their sub-contractors, government bodies, strategic partners of NCS or other organisations (including any organisation running all or part of NCS in the future).

Your data will be used for the purposes of:

- Contacting you with information about how to get your school, college, educational establishment or students involved in NCS.
- Contacting you about taking part in press, communications and marketing activity related to NCS.
- Contacting you about taking part in research related to NCS
- Contact you about other youth related or government programmes.

We will not hold your personal data for longer than is necessary for the above purposes. We will not share your personal data with third parties for their marketing purposes.

Protection of Personal Information

Under the Data Protection Act 1998, we have a legal duty to protect any personal data we collect from you. We use leading technologies and encryption software to safeguard personal data, and keep strict security standards to prevent any unauthorised access to it.

Access to your information and contacting us

If you wish to see our records of any correspondence you have sent to us, or if you have a query or complaint about this privacy policy or about the site, you can get in touch with us by using the contact form.

Changes to this privacy policy

If this privacy policy changes in any way, we will place an updated version on this page. Regularly reviewing this page ensures you are always aware of what information we collect, how we use it and under what circumstances, if any, we will share it with other parties.