



Dear School and College Leaders,

At NCS, we exist to support the next generation to be their best. As the nation's largest personal and social development programme for sixteen and seventeen year olds, we take our responsibilities to safeguard young people very seriously. This includes how we manage the data of young people.

This letter is designed to reassure you of NCS Trust's efforts to ensure compliance with the new EU General Data Protection Regulation (EU GDPR) that comes into force on 25th May 2018. This means that you can continue to partner with us to support our young people to have life changing experiences, in the knowledge that their data will be treated respectfully and properly.

NCS Trust wants to reassure all schools and colleges that we will be taking every reasonable measure to ensure compliance to the new regulations when we interact with your students. For instance, we will use clear, concise and easy-to-understand language when communicating how we use, process and manage their data. We will ensure that consent, when asked for, is explicit, specific, informed, unambiguous and freely-given, as per the requirement of the new regulation.

NCS and our partners would like to continue to use our presentations and other materials with you, to ensure that your students can fully understand the amazing benefits of participating in the NCS programme. We make every effort to ensure all our resources are safe, but we will also be happy to share any materials in advance, if required, so that you can run checks for yourselves. There is no problem with doing this as a result of the GDPR.

If any of your students become concerned about the use of their information, we will be able to respond to any requests linked to their information rights. Our partners, contact centre, offices, and internal teams will all be able to progress any concerns and react within the required timescales as specified in the legislation.

To support your own preparations, NCS is aware of an excellent factsheet created by the Association of School and College Leaders (ASCL) that provides information on the core elements of GDPR. This can be found at: <https://www.ascl.org.uk/>

We hope this letter has been helpful. If you have any questions or concerns, for example around the use of specific technologies or what the real story around requesting consent is, please contact the NCS Trust Data Protection Officer (DPO), at: DataProtectionOfficer@ncstrust.co.uk.

Yours,
Simon Woods
Director of Information & Technology, NCS Trust

NCS Trust is a not-for-profit social enterprise established to shape, support, champion and lead a thriving National Citizen Service (NCS).

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