

Privacy Policy

[Home](#) » Privacy Policy

The JCQ does not collect, store or analyse personal user data from anyone browsing the public pages of the JCQ website. However, we do use Google Analytics tools to help us understand the areas of our site that are viewed most often. We are also interested in how you got to our website and the search terms most commonly used when you look for something on our website.



The JCQ uses Google Analytics to collect and analyse this information to help us make sure the page you need is easy to find. A key part of the Google Analytics toolkit involves the use of cookies.

Cookies

The JCQ website uses cookies. A cookie is a small file of letters and numbers that your browser places on your computer or device to identify it while you are using a website.

Cookie types

Here is a list of the categories of cookies used in our website and why we use them.

Session cookies

Session cookies allow users to be recognised within a website. They cannot identify the person browsing, only the computer being used and any preferences you have set on your browser, such as larger text size. Session cookies are stored only temporarily during a browsing session and are deleted from the user's device when the browser is closed.

Analytical cookies

Web analytics cookies can help us learn more about how users interact with our web content as they browse. They collect information about how visitors use our website, which website the user came from, the number of each user's visits and how long a user stays on our website. This information does not tell us who the user is, but logs how many times the same computer accessed our website in a session and which pages were viewed. We use Google Analytics to collect and analyse this information.

Google Analytics

Google Analytics cookies do not collect personal data about website visitors. You can find the Google privacy policy here: <http://www.google.co.uk/policies/>.

[How do I reject and delete cookies?](#)

We will not use cookies to collect personally identifiable information about you. However, should you wish to do so, you can choose to reject or block the cookies set by the JCQ, or the websites of any third party suppliers, by changing your browser settings. Please note that most browsers automatically accept cookies so if you do not wish cookies to be used you may need to actively delete or block the cookies.

You can visit the All About Cookies website <http://www.allaboutcookies.org/> for more details about how to delete or reject cookies and for further information about cookies.

If you reject the use of cookies you will still be able to visit our website but some of the functions may not work correctly.

The A2C Programme

The A2C Specification Download pages include the option to sign up for updates relating to the A2C Programme by entering your email address. This is entirely voluntary and is not needed to download the specification. If you choose to add your email address to the A2C updates mailing list, it will be used only for this purpose and will not be shared with any third party organisation.

If you wish to have your details removed from the A2C updates mailing list, please email a2c@jcq.org.uk with 'A2C updates' in the subject line and 'Unsubscribe' in the body of your email. Upon receipt of your email, your email address will be removed from the A2C updates mailing list within five working days.

Contacting the JCQ

In line with the principles of the Data Protection Act, the JCQ aims to not retain data beyond the period this data is required to perform a specific task. Once the JCQ has responded to your email message, the message will be archived and deleted.

Further information regarding the Data Protection Act is available from the UK government website here: <https://www.gov.uk/data-protection/the-data-protection-act>.

GDPR - JCQ Data Privacy Policy - May 2018

[Read more](#)



Joint Council for
Qualifications ^{CIC}

Contact Us

Registered Address: 124 Finchley Road,
London, NW3 5JS

Company No. 8805432

P: [020 7638 4132](tel:02076384132)

E: info@jcq.org.uk

Follow Us

[Subscribe](#)



Information for Candidates

Information About You and How We Use It

You have entered general or vocational qualifications such as GCSE, A-level, functional skills qualifications etc with one or more of the awarding bodies listed above. In order to be able to provide examinations and assessments, the awarding body needs to collect and use information about you. This notice provides you with a high level summary of the information the awarding body is required by law to give you about what happens to that information. For more detail see each awarding body's full Privacy Notice:

| | |
|---------------|---|
| AQA | https://www.aqa.org.uk/about-us/privacy-notice |
| CCEA | https://ccea.org.uk/legal/privacy-notice |
| City & Guilds | https://www.cityandguilds.com/help/help-for-learners/learner-policy |
| NCFE | https://www.ncfe.org.uk/legal-information |
| OCR | https://www.ocr.org.uk/about/our-policies/website-policies/privacy-policy/ |
| Pearson | https://qualifications.pearson.com/en/about-us/qualification-brands/gdpr.html |
| WJEC | https://www.wjec.co.uk/home/privacy-policy/ |

Who we are and how to contact us

Each awarding body is a separate organisation. Your school or examination centre will be able to confirm to you which awarding body is delivering each qualification you are undertaking and you will receive a statement confirming what qualifications you have been entered for and which awarding body. You will find links to each awarding body's website and information on how to contact them here: <https://www.jcq.org.uk/contact-our-members/>

Information about you and from where it is obtained

Each awarding body whose qualifications you enter will need to use a variety of information about you. This includes obvious identification details such as your name, address, date of birth and your school or examination centre. It also includes information about your gender, race and health, where appropriate. This information is provided by you or your parents/guardians and/or by your school or examination centre.

Each awarding body will create certain information about you such as a candidate number, examination results and certificates.

You will find further information about this in the awarding bodies' full Privacy Notice (see links above) or by contacting the awarding body (see above).

What happens to the information about you

The awarding bodies use the information about you to deliver the examinations and assessments which you have entered. This includes making a variety of arrangements for you to sit the examinations or assessments, marking, providing you and your school or centre with results and certificates. The awarding bodies also use some of the information about you for equality monitoring and other statistical analysis.

The awarding bodies may share information about your results with official bodies such as the Department for Education and the examinations regulators (e.g. Ofqual in England) and also relevant local authorities and the Universities and Colleges Admissions Service (UCAS). An awarding body may also use information about you to investigate cheating and other examination malpractice and will share information about malpractice with other awarding bodies.

The awarding bodies take the security of the information about you that they hold seriously.

You will find further, technical information about what the awarding bodies do with information about you, why and the legal basis in the awarding bodies' full Privacy Notice, which can be accessed here (see links on page one) or by contacting the awarding body (see above).

Your rights

The law gives you a number of rights in relation to the information about you that the awarding bodies hold. Those rights are:

- Access – you are entitled to ask each awarding body about the information it holds about you.
- Rectification – you are entitled to ask each awarding body to correct any errors in the information that it holds about you.
- Erasure – in certain circumstances you are entitled to ask each awarding body to erase the information about you that it holds.
- Object to or restrict processing – in certain circumstances you are entitled to ask each awarding body to stop using information about you in certain ways.
- Complain – you are entitled to complain to the Information Commissioner (the body regulating the use of personal information) about what each awarding body does with information about you.

You will find further information about your rights in relation to information about you in the awarding bodies' full Privacy Notice, which can be accessed here (see links on page one) or by contacting the awarding body (see above).

How long the information about you is held

Each awarding body retains information about you only for as long as it is needed. Some of the information is needed only during the period in which you are undertaking the examination or assessment and is securely destroyed a short while afterwards. Other information about you, such as your name, gender, address, qualification and subjects entered and the results, are held indefinitely and for at least 40 years.

Each awarding body has its own retention policy that sets out what information it retains, how it is retained and for how long. You can find out more about retention policies by contacting each awarding body (see above).

How to find out more about the information about you that the awarding bodies use

To find out more about the information about you that the awarding bodies collect and use, including what happens to that information and why, you can review the awarding bodies' full Privacy Notice, which can be accessed here (see links on page one) or contact the awarding body. You will find links to each awarding body's website and information on how to contact them here: <https://www.jcq.org.uk/contact-our-members/>.

Please note

It is important to note that this notice concerns only how the awarding bodies use information about you (called your "personal data"). Complaints about how an awarding body handles your personal data can be made to the Information Commissioner (www.ico.org.uk). Information about the examinations and assessments themselves, including the rules about assessments, can be found on the JCQ Exams Office pages (www.jcq.org.uk/exams-office). The awarding bodies are regulated by Ofqual (<https://www.gov.uk/government/organisations/ofqual>) in England; Qualifications Wales (www.qualificationswales.org) in Wales, and the Council for the Curriculum, Examinations and Assessment (<http://ccea.org.uk/regulation>) in Northern Ireland.

