

SNAP Cymru Privacy Statement

1. At SNAP Cymru we are committed to protecting and respecting your privacy.

To help with your enquiry we need to record details of your case. These details may include personal and sensitive data.

To comply with the law we must ask for your permission.

SNAP Cymru will not share your information with individuals outside SNAP Cymru without your consent.

You can request a copy of your data in a readable form, if your consent is withdrawn, we will remove your information from our system.

2. To maintain the highest level of quality across our service we hold the Specialist Quality Mark for Education Advice. To verify the quality of our advice and file management, we must provide a sample of files to an Independent Assessor.
3. You have a right to complain to the Information Commissioner's Office – Wales if you think there is a problem with the way we are handling your data.
4. For more information explaining how we use your information please see our privacy policy at www.snapcymru.org