

## **Privacy Statement**

This page explains how the Royal College of Paediatrics and Child Health uses any information you give to us through Asset, and the way we protect your privacy. Protecting the privacy and personal data of visitors to our site is highly important to us.

## **The Data Protection Act**

In accordance with the Data Protection Act, we have a legal duty to protect any information we collect from you.

We will only use the information contained within Asset for training and work placed based assessment purposes. This information will subsequently be transferred to a trainees individual ePortfolio account to assist with their ongoing assessment.

This information may be shared with or transferred to other organisations and individuals, including Deaneries, educational supervisors and other organisations involved in the planning, management and delivery of training using secure channels for the following purposes only:

- i. Managing the provision of training programmes
- ii. Quality assurance of training programmes
- iii. Workforce planning
- iv. Maintaining patient safety
- v. Compliance with legal and regulatory responsibilities, including monitoring under the Equality Act 2010.

You have a right to access your personal data and rectify any inaccuracies. If you have any concerns about personal details or images on this site, please send an email to: [asset@rcpch.ac.uk](mailto:asset@rcpch.ac.uk).

## **Site usage**

We do not use cookies for collecting user information. Cookies are used just for session tracking (system needs to know you are logged in) and csrftoken session, which is used to protect forms against Cross site scripting forgery technique.

The data we gather in this way does not contain any personal information or information about which other sites you have visited.

If you provide feedback on our website we will only use it to develop and improve the site. We do not store feedback but analysis of feedback may be kept.

## **Statement coverage**

This privacy statement only covers the website <https://www.asset.rcpch.ac.uk>. It does not cover links within this site to websites owned or administered by other organisations.

## **Security**

This site has security measures in place to protect the loss and alteration of information under our control.

The security of any documents/data downloaded from the ASSET site, or via the ePortfolio site's link to ASSET (e.g. opening an assessment in the workplace based assessment section), becomes the responsibility of the user. RCPCH cannot be held responsible for the security of data copied to and held outside of its systems. Such information should only be accessed from a secure computer and/or held in a safe place.

## **Changes to the policy**

These terms are subject to change at any time by the RCPCH. Any such changes will be posted online. Please check these terms on a regular basis to make sure you are aware of any changes made by the RCPCH. Your continued use of this site after changes are posted indicates that you agree to these terms as updated and/or amended.

If the privacy policy changes in any way, we will place an updated version on the website. Regularly reviewing the privacy policy 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.

This privacy statement was last updated on 12/04/2012.