

# SDS Equality Monitoring Form - Section B

## Privacy Statement

The responses you provide to the questions set out in Section A of this Equality Monitoring Form are required for the following purposes:

- Under the Equality Act 2010, SDS is required to ensure equality of access to its services. SDS is therefore required to monitor participation within its National Training Programmes/work-based learning programmes by 'protected characteristics'. 'Protected characteristics' are defined in the Equality Act, and include the categories set out in the questions in Section A of the form above. SDS publishes the data in an anonymised form (which does not identify any individual), in accordance with its obligations under the Equality Act.
- Under the Children and Young People Act (2014), SDS is listed as a corporate parent and is therefore required to assess the needs of individuals that identify as being from a care experienced background. We gather this information in order to understand how our services are reaching individuals from this background and how we can improve the service we provide to them.

Your responses to the questions in Section A above ("Equalities Monitoring Data") will be provided to SDS by your Learning/Training Provider. SDS shall use your Equalities Monitoring Data only for the purposes outlined above, and shall not disclose your Equalities Monitoring Data to any organisation or individual. Your Learning/Training Provider shall securely dispose of Section A as soon as your responses in Section A have been entered into the SDS FIPS secure recording system.

You can find further information as to why we process your personal information in the relevant SDS Privacy Notice. Your learning/training provider should provide you a copy of this. You can also find this at [www.sds.co.uk/privacy](http://www.sds.co.uk/privacy).

Provider to ensure that: -

- both Sections A and Section B of this SDS Equality Monitoring Form are given to the Participant before asking the Participant any of the questions in Section A,
- the Participant reads and signs the form in this Section B. The completed and signed section B must be retained at all times by the Provider for inspection, and
- Section A is securely disposed of as soon as the Participant's responses in Section A have been entered into the SDS FIPS secure recording system.

Participant Signature	
Print Name	
Date	