

Corporate Services
Head Office
Bell Barn Road
Birmingham
B15 2AF
Tel: 0121 666 6409 ext. 2120

Dear Pupil,

Information on how pupil information is handled by exam boards.

As part of the JCQ (Joint Council for Qualifications) regulations, we have to ensure that all pupils are aware of the enclosed '**Information for Candidates – Privacy Notice**'.

The purpose of this document is to make you aware of how awarding bodies store and process your personal data in accordance with the *Data Protection Act 1998*.

If you have any queries relating to this document, please contact JCQ directly;

- Telephone: 020 7638 4132
- Email: info@jcq.org.uk

Yours sincerely

Matt Rogers
Examinations Officer
exams@jamesbrindley.org.uk