



MEPA College Privacy Policy (Updated September 2026)

1. Introduction

This Privacy Policy explains how MEPA College (“we”, “us”, “our”) collects, uses, stores, and protects personal data when you use our websites, services, or interact with us. It also outlines your rights under the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

By using our website or services, you agree to the practices described in this Privacy Policy.

2. Who We Are

MEPA College 27 & 29 Earl Street Maidstone, Kent, ME14 1PF United Kingdom

We are the data controller responsible for determining how and why your personal data is processed.

3. What Personal Data We Collect

We collect personal data to deliver our services, support learners, and operate our website effectively.

A. Information You Provide Directly

- Name
- Email address
- Contact details
- Application or enrolment information
- Communications with us (email, phone, web forms)

B. Information Collected Automatically

(Updated from the 2021 policy — source:)

- IP address
- Browser type and version
- Device information
- Pages visited and time spent
- Diagnostic and analytics data
- Mobile device identifiers (if accessing via mobile)

C. Cookies & Tracking Technologies

We use cookies, tags, and similar technologies to improve website functionality, security, and analytics. See our updated **Cookies Policy (2026)** for full details.

4. How We Use Your Personal Data

We process personal data only where lawful and necessary. Uses include:

A. To Provide and Improve Our Services

- Operating our website and online services
- Managing learner accounts and registrations
- Delivering teaching, learning, and support services

B. To Communicate With You

- Responding to enquiries
- Sending service updates
- Providing essential information about your course or application

C. Legal and Contractual Purposes

- Enrolment and contractual obligations
- Compliance with regulatory bodies (e.g., Pearson, Ofsted, ESFA)
- Safeguarding and statutory reporting

D. Analytics and Improvement

- Monitoring website usage
- Improving user experience
- Evaluating service performance

E. With Your Consent

- Marketing communications
- Optional surveys or feedback

You may withdraw consent at any time.

5. Legal Bases for Processing

We rely on the following lawful bases under UK GDPR:

- **Contract** – delivering education and services you have requested
- **Legal obligation** – compliance with UK law and regulatory requirements
- **Legitimate interests** – improving services, ensuring security
- **Consent** – optional marketing or non-essential cookies

6. Sharing Your Personal Data

We may share data with:

- **Service providers** (e.g., IT systems, analytics tools)
- **Regulatory or awarding bodies** (e.g., Pearson)
- **Professional partners** supporting delivery of our programmes
- **Legal authorities** where required
- **Other users**, only where you intentionally share information publicly (e.g., forums)

We never sell personal data.

7. International Transfers

Where data is transferred outside the UK, we ensure appropriate safeguards such as:

- UK GDPR-compliant contracts
- Adequacy decisions
- Standard contractual clauses

8. Data Retention

We retain personal data only as long as necessary for:

- Legal and regulatory requirements
- Contractual obligations
- Safeguarding and audit
- Internal analysis and improvement

Retention periods vary depending on the type of data and statutory requirements.

9. Security of Your Data

We use appropriate technical and organisational measures to protect personal data. However, no method of online transmission is 100% secure.

10. Children's Privacy

We do not knowingly collect personal data from children under 13 without parental consent. If you believe a child has provided data without permission, contact us immediately.

11. Links to Other Websites

Our website may contain links to external sites. We are not responsible for their content or privacy practices. We recommend reviewing their privacy policies.

12. Your Rights Under UK GDPR

You have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request deletion (where applicable)
- Restrict processing
- Object to processing
- Request data portability
- Withdraw consent

To exercise your rights, contact us using the details below.

13. Changes to This Privacy Policy

We may update this policy periodically to reflect changes in law or practice. The “Last updated” date will always show the most recent revision.

14. Contact Us

If you have questions or wish to exercise your data rights:

Email: info@mepacollege.com **Website:** mepacollege.com/contact