

Data Protection Awareness Training

- When did the Act come into force?
- Who does it affect?
- Are paper records covered?
- How does it relate to Privacy?
- What about using images of our staff on our website?
- Are there exemptions for passing data to the Police?
- What are the penalties for non compliance?
- Has anyone ever been prosecuted?
- What are my obligations as an employer?



This course offers data protection awareness training for your staff. It covers Data Protection Act, the right to Privacy and associated legislation.

It uses powerpoint, video and DVD, case studies and question & answer sessions. It is suitable for all levels of staff. It's delivered in plain English and avoids legal jargon. The course is designed to be delivered at your premises.

It lasts half a day; you can offer two such courses in a day. As you control the number of attendees you can put many staff through the course in a day. 100 attendees in a day is achievable.

Using your existing training rooms or local hotels booked by you there are few expenses to worry about. Your staff only spend half a day away from work. None of your staff claim travelling expenses. The trainer comes to you.

How much does it cost?

I work on a daily rate of £1,100 plus reasonable expenses. This allows two courses in one day. If you only require a half day the rate is £700 plus expenses. Buy a series of 10 or more courses in a year and there's a further reduction. Invoicing and payment can be tailored to your requirements.

Who's the trainer?

Paul Simpkins, previously Senior Policy Officer at Bradford Metropolitan Council with over 12 years of experience as a Data Protection Officer and 5 years of preparing for Freedom of Information Act. He's also an examiner for the British Computer Society certificate in Data Protection and co-chair of the Yorkshire and Humberside Data Protection Forum. He's a regular speaker at conferences and courses on this subject. He's been delivering interesting and informative training for many years.



What do I do next?

Contact me by email at paulsimpkins@btinternet.com or see more at www.paulsimpkins.com