



CITY AND ISLINGTON
COLLEGE

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Westminster
Kingsway College

The College of
Haringey, Enfield
and North East London



Capital
City
College
Training

Data Protection and Security - Level 2 (NCFE)

The purpose of this qualification is to allow you to demonstrate an understanding of data protection and data security. It will help you progress to a work role where data protection and data security knowledge is required.

Data protection compliance is an essential legal requirement for all organisations. Since the General Data Protection Regulation (GDPR) came into force in May 2018, it is more vital than ever that anyone who works with personal data understands the laws and acts in compliance. Failure to process personal or sensitive data securely and lawfully can lead to severe penalties. Making sure that your employees are acting compliantly, and handling data correctly is essential in any sector.

You can enrol on our FREE distance learning courses from the comfort of your own home, with all workbooks and assessments available online with the help of your tutor who will be assigned to support you throughout your training. All you'll need is a computer (laptop or PC, Windows, or Mac), tablet and access to the internet.

Awarding body: NCFE/CACHE

Duration of course: 2-3 Months

Guided learning hours: 110

WHAT WILL I STUDY?

To be awarded the Level 2 Certificate in Understanding Data Protection and Data Security, learners are required to successfully complete 4 mandatory units:

- Unit 01 – Current data protection legislation
- Unit 02 – Understand organisational procedures concerning data
- Unit 03 – Understand threats to ICT systems and data
- Unit 04 – Understand the consequences of not protecting data

WHAT WILL I NEED?

To enrol with us you must live in London or a non-devolved area of England and:

Time: This is an online course that you can work on at your own pace. You will be allocated a tutor to provide you with online guidance and support.

Duration: This course typically takes 2 - 3 months to complete

Venue: Online



- Be aged 19 or over
- Be able to provide a British or Irish Passport with three years' residency in the EU/EEA or
- Have a European Union Settlement Scheme residence (EUSS) with three years' residency in the EU/EEA and UK and have lived in the UK prior to 31 December 2020 or
- Have a biometric residence card permitting study in the UK along with having lived in the UK for the at least the last three years and
- Be able to provide current proof of JSA, IS, UC or ESA or proof of salary

You will be contacted and asked to complete a short English assessment and enrolment, online or at the college.

WHAT WILL IT COST?

FREE – If you meet the eligibility criteria

WHAT CAN I DO AFTER?

The qualification can support progression to further sector-specific training and qualifications for the following types of roles:

- Business, Administration and Law
- Information and Communication Technology

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Duration: This course typically takes 2 - 3 months to complete

Venue: Online

