

## Privacy Information for Prize Draw Participation

We value your feedback and are committed to protecting your personal information. The details below explain how we handle any personal data you choose to provide when entering the prize draw linked to this survey.

### Who We Are

We are the Workforce Development Trust Ltd (WD Trust), a registered UK charity. The Workforce Development Trust incorporates: Skills for Health, Skills Platform, Skills for Justice, SFJ Awards, People 1st International, and iCQ Awards.

WD Trust is also licensed as the Sector Skills Council for Health by the UK Commission for Employment and Skills.

### Contact Details

If you have any questions about how your data is used, you can contact us at:  
Data Protection Manager, Workforce Development Trust, Vertigo, Cheese Lane, Bristol BS2 0JJ.

Telephone: 0117 922 1155.

[contactus@wdtrust.org.uk](mailto:contactus@wdtrust.org.uk)

### Participation in the Prize Draw

Taking part in the prize draw is **completely voluntary**. You can complete the survey without being entered, and choosing not to enter will not affect your access to any products or services.

### What Personal Data We Collect and Why

To enter the prize draw, we will ask for **your name** and **contact details (such as an email address)** so we can notify the winner.

Your personal information is collected **solely for the purpose of administering the prize draw** connected to this survey.

It will **not** be used for any other purpose and will **not** be shared with any third parties.

### Lawful Basis for Processing

Our lawful basis for collecting and using your data is **your informed consent**.

You may withdraw your consent at any time before the prize draw takes place by contacting us using the details provided above.

## How the Winner Will Be Chosen

The winner will be selected **at random** from all eligible entries.

Your odds of winning will depend on the total number of people who enter. For example, if every eligible customer submitted one survey and **500 people entered**, your chance of winning would be **1 in 500**.

Your chances of winning **do not change** based on the content of your feedback. Positive, negative, or neutral responses all have **equal odds**.

## How Long Your Data Will Be Kept

The prize draw will take place on **31 January 2026**. We will keep your personal data **only for as long as necessary** to run the prize draw and notify the winner.

Once the winner has been confirmed, all personal data collected for this purpose will be **securely deleted**.

No data will be archived or retained, however, please be aware your personal data may remain on file if it was previously known to us prior to the draw and we have another reason for processing, such as part of our service contract with you.

## Your Rights

Under UK GDPR, you have the right to:

- Withdraw your consent at any time
- Request access to the personal data we hold about you
- Request correction or deletion of your data
- Restrict or object to how your data is used
- Lodge a complaint with the ICO if you are unhappy with our handling of your information

To exercise any of these rights, please contact us using the details above, or contact the ICO directly at: **[ico.org.uk/global/contact-us/](https://ico.org.uk/global/contact-us/)**



# The Workforce Development Trust

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