



Oxford College of Education

Bridge House, 56 Bridge Street, High Wycombe, HP11 2EL, Buckinghamshire, United Kingdom



Skills Bootcamps



**Buckinghamshire
Council**

Application form for the Skills Bootcamp in Hospitality and Catering.

Application form- Skills Bootcamp in Hospitality and Catering

Please complete the form with sign & date and return it to admissions@oxfordce.co.uk or via WhatsApp at +447494 913216.

Personal Information

1	Title	
2	First Name	
3	Middle Name	
4	Last Name	
5	Date of Birth	
6	Country of Birth	
7	Email ID	
8	Mobile Number	
9	Gender	
10	Ethnicity	
	National Insurance (NI) Number	
11	Nationality	
12	Duration of Residence in the UK	
13	UK Address	
14	Social Media <ul style="list-style-type: none">• Facebook• LinkedIn• Instagram• TikTok	ID

Next of Kin or Emergency Contact

1	Name	
2	Mobile	
3	Relationship	

UK Qualification (If any)

1	Qualifications	Tick
2	GCSE / A-LEVEL	
3	Undergraduate /Postgraduate	
4	Diploma /Others	

Employment History

1	In paid employment	Tick one
A	Employed	
B	Self employed	
C	How many hours per week do you work?	Full time Part time Hrs:
D	How long have you been in paid employment?	0-3 months 4-6 months 7-12 months 12 months
2	Not in paid employment	
A	Looking for work and available to start work	
B	Not looking for work and/or not available to start work/retired	
C	How long have you been in paid unemployment?	0-3 months 4-6 months 7-12 months 12 months

Benefit?

1	Are you claiming any state benefit?	
2	UC NUMBER (Universal Credit)	
3	Job Seekers Allowance (JSA)	
4	Employment and Support Allowance (ESA) Any Group	
5	Any other State benefit	

To receive your certificate and qualify for job interview assistance in the hospitality and catering sector, you must fully attend all classes, training sessions, and online activities, while completing all assignments and exams. Please note we provide career guidance and interview opportunities with relevant employers but cannot guarantee job placement during or after your course. By enrolling, you acknowledge that failure to meet attendance or coursework requirements will disqualify you from certification and interview support, and you waive any rights to make complaints or claims regarding these policies.

DATA CONSENT

I agree that Oxford College of education can process my personal information and share it if required with partners and organisations working with Buckinghamshire Council Learning, Skills Bootcamps (e.g. to deliver joint projects); training providers; employers and educational institutions to try and secure educational, employment/training opportunities or to help me progress with my career.

I understand that Oxford College of Education will retain copies of my work as evidence of achievement for funding purposes on my learner record.

I understand that Oxford College of education will not share my personal information with anyone else other than those listed above unless they have good reason to

believe that: safeguarding issues are involved; I or others are at imminent risk of serious harm; I require urgent medical treatment; the court has requested data; the Police have

submitted a request as allowed by data protection legislation or where terrorism is a concern.

I understand that I have the right to withdraw/amend my consent at any time.

More information about how we use your personal data can be found here <https://oxfordce.co.uk/> or <https://cpd.oxfordce.co.uk/>

DfE Privacy Notice - How We Use Your Personal Information

This privacy notice is issued on behalf of the Secretary of State for the Department of Education (DfE) to inform learners about the Individualised Learner Record (ILR) and how their personal information is used in the ILR. Your personal information is used by the DfE to exercise our functions under article 6(1)(e) of the UK GDPR and to meet our statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009.

Our lawful basis for using your special category personal data is covered

under Substantial Public Interest based in law (Article 9(2)(g)) of UK GDPR legislation. This processing is under Section 54 of the Further and Higher Education Act (1992).

The ILR collects data about learners and learning undertaken. Publicly funded colleges, training organisations, local authorities, and employers (FE providers) must collect and

return the data each year under the terms of a funding agreement, contract or grant agreement. It helps ensure that public money is being spent in line with government targets. It is also used for education, training, employment, and well-being purposes, including research.

We retain your ILR learner data for 20 years for operational purposes (e.g. to fund your learning and to publish official statistics). Your personal data is then retained in our research databases until you are aged 80 years so that it can be used for long-term research purposes. For more information about the ILR and the data collected, please see the ILR specification at

<https://www.gov.uk/government/collections/individualised-learner-record-ilr>

ILR data is shared with third parties where it complies with DfE data sharing procedures and where the law allows it. The DfE and the English European Social Fund (ESF)

Managing Authority (or agents acting on their behalf) may contact learners to carry out research and evaluation to inform the effectiveness of training.

For more information about how your personal data is used and your individual rights, please see the DfE Personal Information Charter

<https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter> and the DfE Privacy Notice

<https://www.gov.uk/government/publications/privacy-notice-for-key-stage-5-and-adult-education>

If you would like to get in touch with us or request a copy of the personal information DfE holds about you, you can contact the DfE in the following ways:

Using our online contact form https://form.education.gov.uk/service/Contact_the_Department_for_Education

By telephoning the DfE Helpline on 0370 000 2288

Or in writing to: Data Protection Officer, Department for Education (B2.28), 7 & 8 Wellington Place, Wellington Street, Leeds, LS1 4AW. If you are unhappy with how we have used your personal data, you can complain to the Information Commissioner's

Office (ICO) at: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. You can also call their helpline on 0303 1231113 or visit <https://www.ico.org.uk>

Consent for Image, Video, Audio, and CCTV Recording – Oxford College of Education & Affiliated Programs.

Occasionally, we may take photographs or videos of you to use on our website, in our online student handbook, brochures, or any other printed publications we produce. We may also create videos for television and other advertisements for the college.

Your photograph may be used in the college prospectus and other printed publications for promotional purposes.

Conditions of Use: We will not include your personal details such as your address, mobile number, or email in our college website or printed publications.

I consent to Oxford College of Education (OCE) and associated entities storing and using copies of the photographs and videos for the purposes described above and for administrative purposes.

I understand that images and videos on websites can be viewed worldwide, and some overseas countries may not provide the same level of protection to individual rights as EU/UK legislation.

I acknowledge that images, videos, or recordings may be kept permanently once published and stored as an archive of OCE and NT activities. The personal data collected on this form will be held securely and will only be used for the stated purposes.

I grant all rights of use to OCE for the reproduction, distribution, and publication of the photographs and videos, which may also be in electronic form. This includes the right to use the photographs in all media, in print, online products, and on all social platforms for promotional and commercial use.

I willingly give my consent for my video and photograph to be used by the college. I understand that I will not receive any form of payment and will not assert any claims in this regard. My image and video may be used for the college, the awarding body, and other relevant purposes of Oxford College of Education.

I will provide six months' notice to remove my individual (not group) photo or video from the college website; however, any brochures and calendars may remain for twelve months.

I hereby grant Oxford College of Education full and irrevocable permission to capture, store, and use my image, voice, photographs, video recordings (individual/group), and CCTV footage—taken during classes, events, or any college-related activities—for promotional, educational, advertising, government reporting, Skills Bootcamps, Buckinghamshire Adult Learning, or any other lawful purposes. I waive all rights to review, approve, or claim compensation for such use and permanently release the college from any liability. I agree not to pursue legal action, file police reports, or demand removal of this content, acknowledging this consent is binding and unconditional.

Full Name:

Signature:

Date: