

1. SKILLS BOOTCAMP PREFERENCE

Please indicate your preferred session.

HGV Technician Group 1	Session 1 – 29th, 10th, 11th, 12th 13th December 2024 Session 2 – 16th, 17th, 18th, 19th, 20th December 2024
HGV Technician Group 2	Session 1 – 3rd, 4th, 5th, 6th, 7th February 2025 Session 2 - 10th, 11th, 12th, 13th, 14th February 2025
HGV Technician Group 3	Session 1 – 17th, 18th, 19th, 20th, 21st February 2025 Session 2 – 24th, 25th, 26th, 27th, 28th February 2025
HGV Technician Group 4	Session 1 – 3rd, 4th, 5th, 6th, 7th March 2025 Session 2 – 17th, 18th, 19th, 20th, 21st March 2025

2. PERSONAL INFORMATION

Title:		Surname/Family Name:	
First Name(s) in full:		Middle Name:	
Home Address:			
Postcode:		If you have changed address in the last 3yrs please provide previous UK post-code or country (if not living in the UK)	
Date of Birth: (DD/MM/YYYY)		Age:	
Do you have the right to work in the UK	Yes <input type="checkbox"/> No <input type="checkbox"/>	Right to Work Evidence:	
National Insurance Number:			
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Other <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Home Tele Number:		Mobile:	
Email Address:			

Please indicate your ethnic group. Please tick ONE box

<input type="checkbox"/> White British	<input type="checkbox"/> Black/African/Caribbean/ Black British
<input type="checkbox"/> All Other White	<input type="checkbox"/> Other Ethnic Group
<input type="checkbox"/> Mixed/Multiple Ethnic Groups	<input type="checkbox"/> Prefer Not to Say
<input type="checkbox"/> Asian/Asian British	

3. EMERGENCY CONTACT DETAILS

Emergency Contact Name:		Relationship:	
Emergency Contact Telephone Number(s):			

4. PRIOR ATTAINMENT

Please select you highest qualification level

<input type="checkbox"/> Entry Level (Basic Entry Level)	<input type="checkbox"/> Level 5 (Foundation Degree; HND; Diploma of Higher Education; NVQ5; L5 Award, Certificate, Diploma; Higher Apprenticeship)
<input type="checkbox"/> Level 1(5GCSEs D-G/3-1; 1 AS Level; GNVQ)	

<p>Foundation; BTEC First Certificate, NVQ1; L1 Award, Certificate, Diploma)</p> <p><input type="checkbox"/> Full Level 2 (5 GCSEs A*-C/9-4; NVQ2; 2 or 3 AS Levels; GNVQ Intermediate; BTEC First Diploma; L2 Award, Certificate, Diploma; Inter Apprenticeship)</p> <p><input type="checkbox"/> Full Level 3 (4 AS Level; 2 A2/A Level; NVQ3; BTEC Diploma/Extended Diploma/Access to HE; L3 Award, Certificate, Diploma; Advanced Apprenticeship; TLevel)</p> <p><input type="checkbox"/> Level 4 (Certificate of Higher Education; HNC; NVQ4; L4 Award, Certificate, Diploma; Advanced Apprenticeship)</p>	<p><input type="checkbox"/> Level 6 (Bachelor's Degree; Graduate qualification; NVQ6; Degree Apprenticeship; Higher Apprenticeship)</p> <p><input type="checkbox"/> Level 7 (Master's Degree; Postgraduate qualification)</p> <p><input type="checkbox"/> Level 8 (Doctorate)</p> <p><input type="checkbox"/> No qualifications</p> <p><input type="checkbox"/> No Record of Attainment</p>
If you have completed a level 6 or above, please select which subject area from the drop-down list	
Subject Area:	

5. EMPLOYMENT STATUS			
Please select your employment status from the drop-down list:			
Employment Status:			
Employed Applicants			
Employer Name:			
Employer Address:			
Postcode:		Tele Number:	
Email Address:			
Current Job Role:		Industry Sector:	
Salary/Hourly Rate:		Hours Per Week	
Has your employer selected you to apply for this bootcamp?	Yes <input type="checkbox"/>		No <input type="checkbox"/>
Do you plan to work alongside the bootcamp?	Yes F/T <input type="checkbox"/>	Yes P/T <input type="checkbox"/>	No <input type="checkbox"/>
Self Employed Applicants			
Is the purpose of the training to develop your existing business or are you looking to change business / career?	Develop <input type="checkbox"/>		Change <input type="checkbox"/>
Do you plan to work alongside the bootcamp?	Yes F/T <input type="checkbox"/>	Yes P/T <input type="checkbox"/>	No <input type="checkbox"/>

Not Employed Applicants	
Recent Occupation:	
Industry/Sector:	
Are you in receipt of Universal Credit?	Yes <input type="checkbox"/> No <input type="checkbox"/>

6. CARING RESPONSIBILITIES	
Do you have caring responsibility for children or other adults?	

7. DISABILITY, LERNING DIFFICULTY AND OR HEALTH PROBLEM			
Do you consider yourself to have a disability, learning difficulty or long-term health problem?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Prefer not to say <input type="checkbox"/>
If you ticked Yes, so we can make sure you are fully supported please give more details:			

8. CONTACT AND MARKETING INFORMATION	
Where did you hear about this course?	
Do you agree to take part in an interview or survey to understand you experience of participating in Skills Bootcamps	

9. LEARNER DECLARATION AND COMMITMENT
<p>I confirm that I have received information, advice and guidance concerning the Skills Bootcamp entitled Choose an item.delivered by Robert Bosch Limited. This included information about the course, its entry requirements, the expected workload of the course and the support available to me.</p> <p>I am clear what I will achieve by completing this Skills Bootcamp and agree to attend an interview with an employer (for a job using relevant skills gained from the Skills Bootcamp) arranged for me by Robert Bosch Limited. If I have applied for this Skills Bootcamp independently and am not on a course that is co-funded by my current employer, I confirm that I intend to change employer if I am offered a suitable role following interview.</p> <p>I confirm this Skills Bootcamp New Technologies is the only one I am currently enrolled on.</p> <p>I agree to provide all data and information requested by Department for Education (DfE) to inform evaluation of the Skills Bootcamps programme and I confirm that the information I supply will be true and correct to the best of my knowledge. This includes salary information.</p> <p>I understand that Robert Bosch Limited has the right to cancel my enrolment if it is found that I have provided false or inaccurate information.</p> <p>I agree that this information can be used to process my data for contractual requirements, in particular to the disclosure of all the data on this form or otherwise collected about me to the DfE for the purposes noted in the Privacy Notice in section 9.</p> <p>I also agree with the below points relating to my chosen programme:</p>

I will:

- Take appropriate responsibility for my own learning, development and progression
- Attend and participate in the training required to successfully complete the Skills Bootcamp
- Promptly inform Robert Bosch Limited and employer if applicable, if any matters or issues arise, or might arise, that will, or may, affect my learning, development and progression
- Respond to and engage with follow-up communications from Robert Bosch Limited following completion of the training component of a Skills Bootcamp, and during the next six months, to record progression as a result of the course
- Take responsibility to share evidence requested by Robert Bosch Limited, to allow Robert Bosch Limited to prove the effectiveness of this Skills Bootcamp to DfE

If you are not satisfied with any aspect of your Skills Bootcamp and wish to raise a complaint you should do so in the first instance with Robert Bosch Limited emailing SAA.Training@uk.bosch.com with full details of your issue. If you are not satisfied with how your complaint has been dealt with you may write to DfE through their Whistleblowing and Complaints process.

Whistleblowing involves entering a 'whistleblowing' webform on the 'Contact the Department for Education' page, which can be found here: [Contact the Department for Education - DfE Online Forms](#)

Whistleblowing submissions for Skills Bootcamps must be clearly marked 'Skills Bootcamps'. They will be submitted via the DfE's whistleblowing submission process and will be escalated to the DfE Skills Bootcamps policy team for response.

Signature:		Print Name:	
Date:			

10. PRIVACY NOTICE FOR SKILLS BOOTCAMPS

Who we are

This privacy notice explains how we collect, store and use your personal information for the purposes of evaluating the Skills Bootcamps programme.

For the purposes of relevant data protection legislation, the Department for Education (DfE) is the data controller for personal information processed for this research. More information about how the DfE handles personal information is published here:

<https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter>

Why we collect your personal information

We are collecting data on Skills Bootcamp applicants, and participants to help the DfE understand how well the courses are working, investigating individuals' concerns regarding their course and if individuals are achieving their outcomes. This is important because it allows us to be transparent about how government spends public money and measures the impact that policies are having, as well as helping us make improvements to future training courses. This data also helps us check if the people who are on the course do complete the course and ensures that the correct amount of funding is paid.

The nature of your personal data we will be using

As part of the data collection we are asking for your personal data;

- national insurance number,
- first name,
- surname,

- postcode and
- date of birth
- education and qualifications information
- earnings and employment information
- benefits information
- caring responsibilities

The special category data we will be processing includes:

- gender
- disability and
- ethnicity

As part of our work to evaluate the effectiveness of Skills Bootcamps in supporting people to gain employment and higher incomes we will link this data to records on education and training, income, employment and benefits which are held by the Department for Education, the Department of Work and Pensions and Her Majesty's revenue and customs. This is to evaluate the programme's overall impact. For more information on this, please look at our Privacy Notice Q&A.

Our legal basis for collecting your personal information.

We collect personal information only where we need to and law permits. In order for our use of your personal data to be lawful, we need to meet conditions in the data protection legislation. For the purpose of this programme, the relevant condition(s) that we are meeting are:

1. Article 6 (1)(e): It is necessary to collect data from users in order to effectively access the service and to evaluate outcomes of the service. The legal basis is public task and the legal gateway is Section 87 of the Education and Skills Act 2008.
2. Article 6 (1)(f): It is necessary to collect data from users as the processing is necessary for the organisation's legitimate interests or the legitimate interests of a third party unless there is a good reason to protect the individual's individual data that overrides those legitimate interests.

And for the processing of special category data:

3. Article 9(2)(g) of the GDPR, and Schedule 1, Part 2 paragraph 8 of the Data Protection Act 2018: to ensure equality of opportunity or treatment.

We may request your participation in interviews and surveys as part of the evaluation of the programme. We may request your participation to make checks to ensure that the correct amount of funding is paid. We may also request participation to gather feedback on the Skills Bootcamp.

How we use your personal information

Personal information collected is treated as confidential and collected for research purposes, course quality assurance purposes, contract management assurance purposes and to prevent the risk of fraud. Any information shared publicly will be anonymised so you cannot be identified.

DfE (and its contracted research organisation) will use the data for policy development and to help improve education services. We may publish the findings for use by other relevant organisations and for the purposes of transparency in how we are using public funds. None of your individualized data will be identified.

How long we will keep your personal data

We will keep your personal data in its original format for a maximum of 3 years, after which point it will be securely destroyed. A pseudonymised version of your personal data to be used for research purposes will be kept for a maximum of 20 years. We will conduct reviews every 5 years to test if it necessary to still retain this data. For qualitative interviews, DfE (or its contracted research supplier) will review the notes, recordings and other research data after the session. Voice recordings will be deleted by the research contractor as soon as they are transcribed and no later than one year after the interview has taken place.

Who we will make your personal data available to

We sometimes need to make personal data available to other organisations. These include contracted partners whom we may employ to process your personal data on our behalf and/or other organisations (with whom we need to share your personal data for specific purposes). We plan to track participants' longer-term outcomes through links to administrative data held by DfE, DWP and HMRC.

Where we need to share your personal data with others, we ensure that this sharing complies with data protection legislation. For the purposes of this project, we need to share your personal data with external evaluators who will:

- analyse your personal data on behalf of DfE to evaluate providers of Skills Bootcamps and participant outcomes, to contribute to improving the next wave of provision.
- follow up with you directly to invite you to take part in qualitative interviews or a survey to understand your experience of participating in the Skills Bootcamps. Participation in surveys and/or interviews is voluntary and you can opt out by requesting this from our 3rd party contractor.

Request to access, rectify or erase your information

This service is optional for individuals to use. As part of the public task and legitimate interest purposes we collect personal information and use this to link to government administrative records on income, employment and benefits. If participants decide they do not want their data used on an ongoing basis for research they can notify the department and withdraw from the training. No further data will be collected/linked on that individual beyond that point.

Our privacy notices make clear how data is processed once it is received by the Department.

Special category data collection will include a 'prefer not to say' option, this means that the individuals have the free will to choose whether to provide it or not.

Under the Data Protection Act 2018, you are entitled to ask if we hold information relating to you and ask for a copy, by making a 'subject access request'.

Your data protection rights;

- The right to access: you are entitled to ask if we hold information relating to you and ask for a copy by making a "subject access request."
- The right to rectification: you have the right to request to correct any information you believe is inaccurate.
- The right to erasure: you have the right to request for your information to be erased, under certain circumstances.
- The right to restrict processing: you have the right to request that DfE restricts the processing of your personal data, under certain circumstances.
- The right to object to processing: you have the right to object to DfE's processing, under certain circumstances.
- The right to data portability: You have the right to move your personal data to another data controller

For further information and how to request your data, please use the '[contact form](#)' in the Personal Information Charter at: <https://www.gov.uk/government/organisations/department-for-education/about/personal-information-charter> under 'How to find out what personal information we hold about you' section.

We will respond to your request within one month of receiving it. If your request is complex we may extend the period by a further 2 months but will let you know we are doing this.

You can also find more information from the Information Commissioner's Office at <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

For further information about this Privacy Notice or queries about how DfE handles your personal information, please contact our Data Protection Officer at [https://form.education.gov.uk/service/Contact the Department for Education](https://form.education.gov.uk/service/Contact_the_Department_for_Education) or write to our postal address : Department for Education, Sanctuary Buildings, Great Smith Street, LONDON, SW1P 3BT

Skills bootcamps privacy notice Q&A

Why do you need my personal data?

We're collecting personal data on applicants and participants to help effectively administer the programme with the training providers and to support with the evaluation of the programme. We only collect information which is necessary for these purposes.

What will you be doing with my personal data?

We will be collecting your personal data and then linking this to administrative data government holds on tax and benefits to evaluate the impact of skills bootcamps has on earnings and employment over a number of years. This is to test if the programme is effective, provides value for money and to improve service provision.

Identifying details will be removed in the process and no individual details will be made public. This is to evaluate the bootcamps programme overall. We may also contact you to participate in surveys or interviews about your experience with the programme. Participation is voluntary.

What other of my data in government will you be linking my personal data you are collecting to?

We intend link your details to information held by DfE, HMRC and DWP on your education, tax and benefits data to allow us to evaluate whether skills bootcamps improves earnings and employment. Namely;

- HMRC P45, P46, P14 and Self-Assessment data on employment and earnings
- HMRC Pay as you earn Real Time Information
- DWP National Benefit Database data, Labour Market System data and Juvos data.
- DWP Universal Credit data
- Individual Learner Record ("ILR"), Higher Education Statistics Agency ("HESA"), and Student Loans Company ("SLC") data.
- Higher Education Funding Council for England (HEFCE) has powers to authorise the collection of information on students studying Higher Education courses (the student record data). This data is collected by HESA.
- The Student Loans Company is a non-departmental public body, owned by DfE, Scottish Ministers, the Welsh Assembly Government and the Department for Employment and Learning in Northern Ireland.
- DfE National Pupil Database ("NPD")

Why are collecting information on protected characteristics? What if I do not want to share information?

We collected information on protected characteristics, such as ethnicity, to support us monitoring how well the policy is doing on equality and diversity. Providing this information is optional with a 'Prefer Not Say' option.

What happens with my information afterwards?

Your information is used for the purposes specified. Personal information will be kept for a maximum of three years after which point it will be securely destroyed. A pseudo-anonymised version of your data, used for research purposes, will be kept up to a maximum of 20 years.

If you would like to request the removal of your personal information from our database, please use the following link: <https://form.education.gov.uk/service/Contact the Department for Education>

11. Application Submission

Once filled in and signed, please return this application form to saa.training@uk.bosch.com