

## **SVO Office**

### **Statement of Confidentiality**

Please be assured that all our work with you is confidential. Records relating to Student volunteering placements are only accessible by members of the SVO team and are kept secure.

You can request a copy of your record at any time.

Information is not passed on to a third party without your informed consent.

To ensure our services address your needs we collate statistical data about our users. At no stage in this process will the data identify individuals.