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# Data Protection Officer Apprenticeship

Expert Training for Future Professionals in Legal Compliance.

Created by  
Datalaw



# Trusted Provider

**92%** of businesses see improved workforce satisfaction through apprenticeships.

**100%** pass rate on the new paralegal apprenticeship standards with all learners getting distinctions.



Education & Skills  
Funding Agency



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# Overview

The Data Protection Officer Apprenticeship is a 12-month programme, complete with an end-point assessment, designed to prepare apprentices for roles in data protection and information governance. This comprehensive programme is built around ten modules, each focusing on core responsibilities of data protection professionals. Industry-led workshops complement these modules, providing practical insights and real-world applications.

The curriculum starts with the UK data protection framework and covers topics like cybersecurity, handling data subject rights requests, developing policies, risk assessment, and compliance with legislation such as the Freedom of Information Act 2000. It also includes essential skills in records management, communication, and organisational efficiency.

- ✓ Apply best practices to comply with legal regulations and reduce organisational risk.
- ✓ Assist senior management in developing and implementing information governance strategies.
- ✓ Gain proficiency in handling information requests and managing data efficiently.
- ✓ Oversee compliance frameworks and policies to aid risk reduction.

## Who is this for?

Ideal for professionals in regulatory or compliance roles

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## Duration

12 months

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## Entry requirements

GCSE maths and English grade C/4 or above.  
Full time employment & on company pay-roll.

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## Equivalent Level

University level training and qualification

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## Format

Group & 1-2-1 Sessions via Zoom

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## Cost

Your firm will pay a 5% contribution of £500+VAT if the qualification is co-funded.  
The full cost of this qualification is £10,000

# Modules

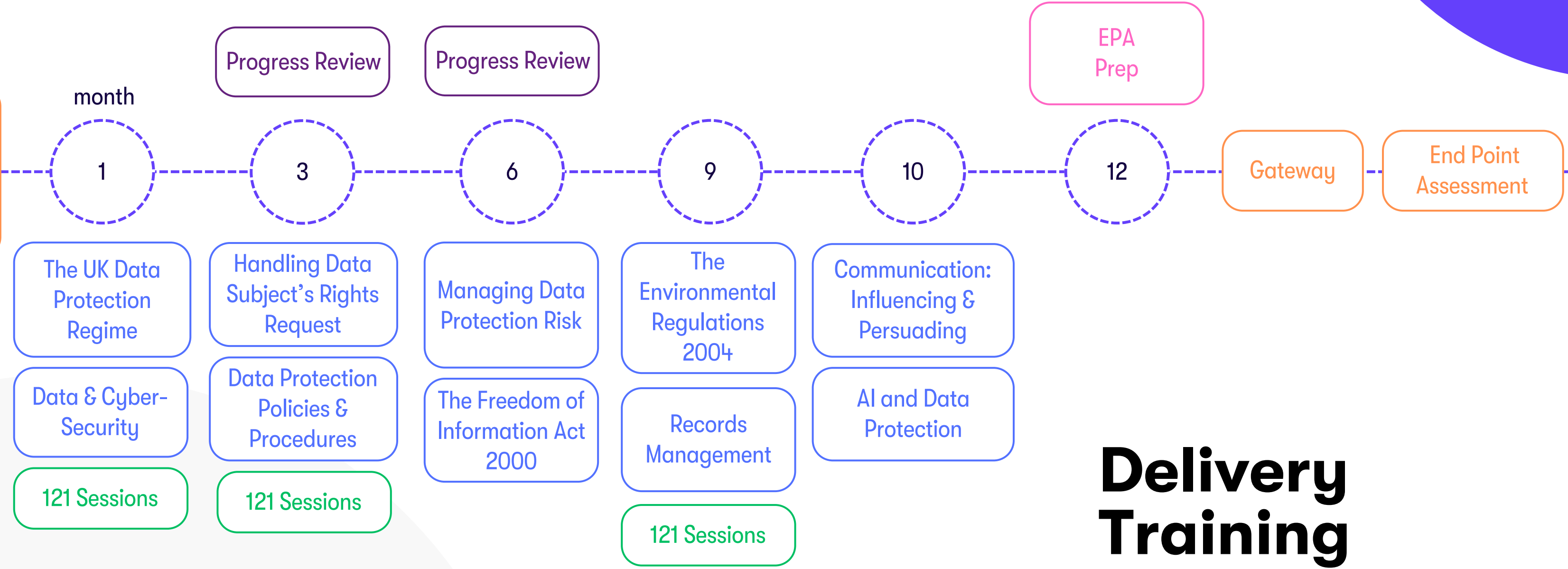
Enhance your skills and advance your compliance expertise with the Data Protection Officer Apprenticeship. This programme focuses on essential aspects of regulatory compliance and risk management.

**Please note that the curriculum is regularly reviewed and may be updated to reflect the latest advancements in the field.**

- ✓ 12 month duration
- ✓ 3 months for End Point Assessment (EPA)
- ✓ Data Protection and Information Governance Practitioner certification upon completion

	Modules
Module 1	The UK data protection regime
Module 2	Data and cyber-security
Module 3	Handling data subject's rights request
Module 4	Data protection policies and procedures
Module 5	Managing data protection risk
Module 6	The Freedom of Information Act 2000
Module 7	The Environmental Regulations 2004
Module 8	Records management
Module 9	Communication: influencing and persuading
Module 10	AI and Data Protection

Apprenticeship  
Induction & Initial  
Assessment  
Analysis



# Delivery Training Example

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# Employer Benefits

The Data Protection Officer Apprenticeship offers a cost-effective way to train a skilled legal workforce, tailored to your business needs, with minimal disruption and immediate value through advanced qualifications and specialised expertise.



## Affordable

Affordable training costs 5% contribution of £500+VAT.



## Develop Loyal Talent

Train staff to your standards & increase employee retention.



## Flexible Delivery

All our training is delivered completely remote



## Business Growth

Tailor learning to align with specific business needs.



## Qualifications

Provided employees with advanced qualifications.

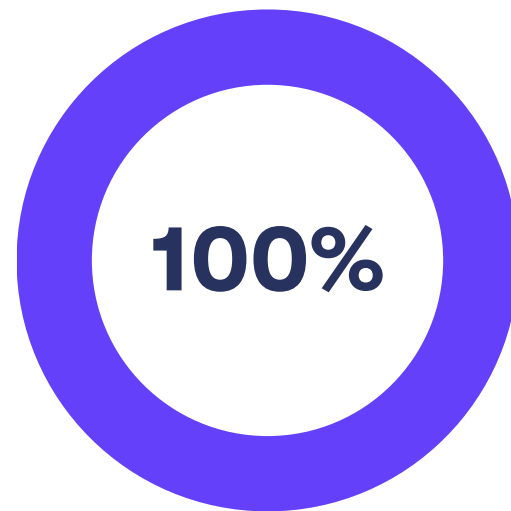


## Supported Learning

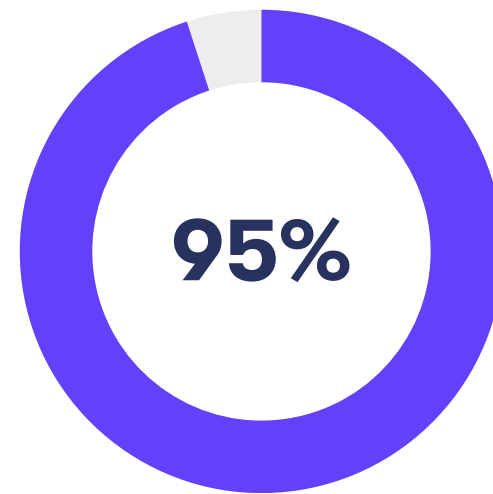
All training and support materials are supplied

# Government Funding

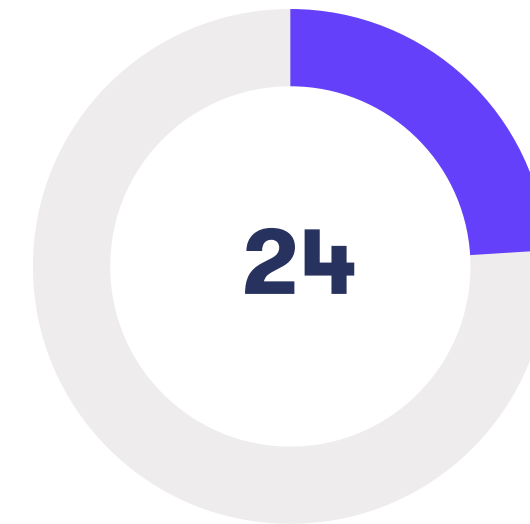
Discover the range of funding opportunities offered by the Education and Skills Funding Agency (ESFA), designed to support apprenticeships and training programmes tailored to your career development needs.



You can claim this government funding amount if you are a non-levy paying company with employees aged between 16-21.



If you are a Non Levy paying employer you will receive this funding amount from the ESFA. You will then pay 5% of the full cost.



If you're a Levy paying employer with a wage bill over £3 million each year you have 24 months to utilise the funds before they expire

# Why Choose Datalaw?

Our programmes are designed to provide flexibility while offering fully funded training through the Education & Skills Funding Agency. Benefit from expert mentorship, hands-on experience with real-world projects, and a supportive network of fellow apprentices to help you succeed.

Our experience with Datalaw has been transformational for our first apprentice. I would unhesitatingly recommend Datalaw for those who want to advance their home grown talented team members."



Andrew Horwich – Senior Partner

Madi is doing so well and I am very proud of her achievements to date. Thank you to Alex and Datalaw for all the encouragement and training that you have given to Madi in her apprenticeship."



Anna O'Mara – Partner

We are very proud of how far Danni has come with her course. We think this has aided her confidence and developed her skills. It was great to hear about Danni's progress and I look forward to our review meetings."



Robyn Murphy – Manager

My apprenticeship includes very informative content and sessions which has provided me greater confidence in the legal world. I am happy with the availability and supportiveness of tutors."



Heena Vekaria – Learner



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# Contact Us



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**Register Interest Form**

www.pages.datalawonline.co.uk  
/register-interest-form/

