

Candidate Privacy Notice

A1 Locums Ltd | October 2026

A1 Locums Ltd is a veterinary recruitment and introduction agency. We introduce candidates and locums to practices and corporate groups. We do not employ or pay the locums we introduce. This notice explains how we use your personal information when you register with us or are considered for placements.

Who is responsible for your information?

A1 Locums Ltd, The Arched Barn, Priesthay Wood Farm, Wappenham Road, Syresham, Northamptonshire NN13 5PU, telephone 01280 850575, is responsible for the personal information we collect and process as part of our recruitment and introduction services.

For any questions regarding your personal information or to exercise your data protection rights, please contact Clare Alderton at info@a1locums.com.

Veterinary practices and corporate groups may act as separate data controllers for information relating to their own engagement arrangements and statutory checks.

What information do we collect?

We may collect your name, contact details, CV, work history, qualifications, professional registration, references, availability and booking details, together with identity and Right to Work verification information, including identity documents, check results and any relevant permission restrictions. We only collect sensitive information where necessary and lawful.

Why do we use it?

We use information to register you, find and discuss suitable opportunities, introduce you to practices, manage bookings, undertake relevant verification, communicate with you, meet applicable legal duties and maintain business records. Depending on the activity, our lawful basis may be legitimate interests, contract or legal obligation. We record the appropriate basis for each activity. Where special category information is processed, we also identify the required additional legal condition.

Identity and Right to Work checks

We use TrustID to undertake digital Right to Work verification and also conduct a video call with candidates to confirm that their identity matches the information provided.

TrustID processes identity documentation and other relevant personal information to undertake the checks requested by A1 Locums. Depending on the service used, additional verification technologies may be involved, including biometric facial matching.

Where biometric information is processed, we will ensure that the appropriate lawful basis, additional data protection conditions and necessary safeguards are in place.

Our Digital Right to Work service does not include electronic address verification, PEP and sanctions screening or DBS checks.

Who receives the information?

We may share relevant candidate information with veterinary practices or corporate groups considering or engaging you; TrustID and our recruitment/cloud-service providers; professional advisers; or public authorities where lawful. We limit sharing to information needed for the purpose and use appropriate safeguards. Practices may conduct their own Right to Work checks independently.

Where is it stored and for how long?

We store personal information securely within our recruitment and cloud-based systems, with access restricted to authorised personnel.

We retain candidate information while individuals remain actively registered and available for recruitment opportunities.

Where candidates become inactive, their records will normally be reviewed after 12 months, with deletion or anonymisation considered after 24 months unless continued retention is necessary for a legitimate business or legal reason.

Different retention periods apply to Right to Work records, placement information and financial records, depending on applicable legal requirements and business needs.

Information is securely deleted or anonymised when it is no longer required.

Your rights

Depending on the circumstances, you may request access, correction, deletion or restriction of your information, object to some uses, or request data portability. You can also raise concerns about automated decision-making and withdraw consent where processing genuinely relies on consent. Contact A1 using the details above. You can complain to the Information Commissioner's Office at ico.org.uk.

We will update this notice if our use of your information changes materially. Effective date: 1st October 2026.