Pathway CTM

Privacy Policy

Effective date: April 2026

Welcome to Pathway CTM and our related applications (our "Site"). Our Site is owned and operated by Pathway CTM Limited ("we", "us" or "our").

This Privacy Policy explains what personal information we collect, how we use it, and the rights you have over it. It should be read together with our **Terms of Service**.

Please read this Privacy Policy carefully. Where we rely on your consent to process your information, for example, for marketing emails, or for the ethnicity data described below, we will ask for that consent separately, and you can withdraw it at any time. For the other processing described in this Policy, our basis for using your information is set out in Section 5.

1. Who We Are

Pathway CTM Limited is the data controller for the personal information described in this Policy. We are registered in England & Wales under company number 09545140, and our registered office is at Ranelagh Road, Pimlico, London, SW1V 3EU. We are registered with the Information Commissioner's Office under registration number ZA265068.

If you have any questions about this Policy or how we use your personal information, please contact our Data Protection Officer at info@pathwayctm.com.

2. Personal Information We Collect

We collect information about you to help connect employers and job seekers and to provide our other services.

We collect personal information such as your name, address, telephone number, email address and education details when you fill in a registration form, submit information to the Site, contact us, or email us.

We do also ask for your ethnicity. This is optional, you can choose not to provide it, and where you do provide it, we only use this information in aggregate, to report on our overall social impact, and it is never used to influence any individual job-matching decision.

Please do not submit personal information to us that you do not want us to collect.

3. Other Information We Collect

We may also collect information about you automatically when you visit the Site, including through cookies. A cookie is a small text file placed on your device by your browser. Cookies let us recognise your device and learn about your visit.

Non-essential cookies, for example those used for analytics or personalisation, are only set with your consent, which you can give or withdraw. You can also control cookies through your browser settings, though this may stop some features, such as logging in or saving preferences, from working. The information cookies collect on its own is not personally identifiable, it covers things like your device and browser type, IP address, and general browsing activity on the Site. See our Cookie Policy for more detail.

4. Job Alerts

To subscribe to job alerts, you provide your email address and other relevant contact details, which we use to send you the latest jobs and related information. You can unsubscribe at any time using the link in our alert emails, or by contacting info@pathwayctm.com.

5. How We Use Your Information

We use your information for the following purposes:

- sending you job/apprenticeship alerts and other employment opportunity emails
- personalising your visits to the Site to improve the services provided to you
- informing you about the latest changes to the Site, products, services or promotional offers that you might find interesting
- customer service, such as mentoring and application support
- liaising between employers and job applicants
- communicating (and personalising such communication) with you
- enabling you to share our content with others, e.g. using an 'Email a friend' or 'Share this' functionality
- conducting market research
- carrying out technical and statistical analysis to measure the performance of our Services and the Site
- suggesting candidates to you if you are using the Site as an employer

6. Sharing Your Information

When you show interest in a specific opportunity through the Programme, for example, by attending an employer's event, applying for a role, or engaging with something an employer has listed, we automatically share your basic details, such as your name and email address, with that employer, so they know who has engaged with them. This happens as a standard part of taking part in the Programme; we don't ask you separately each time, because it's necessary to provide the Programme's core matching function.

We also share basic participation information with the school or college you are associated with, for example, confirming who has signed up to the Programme, and flagging where a student isn't engaging with it, so they can offer support.

We will only share anything beyond this, or share your information with anyone else, with your prior consent. In practice, we rarely need to ask for this.

We may disclose your personal information where required to comply with the law, or a lawful request from a government or regulatory body.

If we are involved in a merger, acquisition, or sale of some or all of our assets, your information may be transferred as part of that transaction, subject to the protections described in this Policy.

7. International Transfers

All of our service providers store and process your information within the UK and the European Economic Area.

8. Keeping Your Information Secure

We take the security of your personal information seriously and have appropriate physical, technical and administrative measures in place to protect it from unauthorised access, use or disclosure, as required under UK data protection law. If a breach affecting your personal information occurs and the law requires us to, we will notify you and the Information Commissioner's Office.

9. How Long We Keep Your Information

We keep your information for as long as we consider we may be able to support you, for example, with work experience, apprenticeships, or graduate opportunities. In practice, this is typically for 3 to 5 years after you leave school or college.

Once you leave school or college, we move you onto our 'alumni' mailing list, so we can send you more relevant, specific opportunities for that stage, for example, networking events and apprenticeships.

You can ask us to delete your information sooner at any time, see "Your Rights" below.

10. Children's Information

If you are aged 13 or over, you can create an account and provide your personal information to us yourself, see "Who Can Use the Site" in our **Terms of Service** for more on this. Depending on how you joined the Programme, your school, college, parent or guardian may have supported you in signing up, for example by helping you register or introducing you to the Programme, but this isn't required for you to use the Site once you're 13 or over.

11. Your Rights

Under UK data protection law, you have the right to:

- ask us for a copy of the personal information we hold about you
- ask us to correct inaccurate information
- ask us to delete your information, in certain circumstances
- ask us to restrict how we use your information, in certain circumstances
- receive your information in a portable format, where we process it based on your consent or a contract
- object to our use of your information, including for marketing, at any time
- withdraw your consent at any time, where we rely on consent

To exercise any of these rights, write to us at the address in Section 1 or email info@pathwayctm.com, including enough detail for us to identify you and your request.

12. How to Complain

If you are unhappy with how we have handled your personal information, please contact us first at info@pathwayctm.com so we can try to resolve it. We will acknowledge your complaint and tell you the outcome as soon as possible.

If you remain unhappy, you have the right to complain to the Information Commissioner's Office at ico.org.uk or by calling 0303 123 1113.

13. Updating Your Marketing Preferences

You can opt out of marketing communications at any time by clicking “unsubscribe” in any marketing email, by contacting info@pathwayctm.com, or by writing to us at the address in Section 1.

14. Changes to This Policy

If we change this Policy, we will post the revised version here with an updated effective date. If we make a significant change, we will also notify you directly, for example by email or a notice on our homepage.

Last updated: April 2026