



Information Rights

[bbc.co.uk/foi](http://bbc.co.uk/foi)      [bbc.co.uk/privacy](http://bbc.co.uk/privacy)

Zouhra Balouh

[request-800664-c9b89593@whatdotheyknow.com](mailto:request-800664-c9b89593@whatdotheyknow.com)

16 November 2021

Dear Zouhra Balouh,

### **Freedom of Information request – RFI20211576**

Thank you for your request to the BBC of 19<sup>th</sup> October 2021 seeking the following information under the Freedom of Information (FOI) Act 2000:

*Could you please provide me with copies of all course materials relating to the following courses offered by BBC Academy:*

- Music*
- Media*
- Editing*
- BBC Academy contact details*

*I was unable to find an access email to write directly to BBC Academy for work experience for some of my students.*

In order to respond in full to your request we estimate that to carry out this search would take BBC Staff more than two and a half days due to the broad topics and pulling transcripts and content from multiple online courses. Furthermore due to the topics you have requested the BBC holds thousands of learning resources within its archives that would come under your selected topics. Under section 12 of the Act, we are allowed to refuse to handle the request if it would exceed the appropriate limit. The appropriate limit has been set by the Regulations (SI 2004/3244) as being £450 (equivalent to two and a half days work, at an hourly rate of £25).

Please note the BBC academy does not provide training for externals but we do some events for the media industry and details can be found on our website:

<https://www.bbc.co.uk/academy/>

Furthermore information regarding work experience can be found in the following location:

<https://www.bbc.co.uk/careers/trainee-schemes-and-apprenticeships/work-experience>

As set out in section 6(1)(b)(ii) of the Act, our subsidiaries (including BBC Studioworks Limited, UKTV, BBC Global News Ltd and BBC Studios Ltd), as well as the charities BBC Media Action and BBC Children in Need, are not subject to the Act. As such, information relating to these entities is not considered in the above response.

## **Appeal Rights**

If you are not satisfied that we have complied with the Act in responding to your request, you have the right to an internal review by a BBC senior manager or legal adviser. Please contact us at the address above, explaining what you would like us to review and including your reference number. A request for an internal review must be made within 40 working days of receiving the BBC's response to your original request.

If you are not satisfied with the internal review, you can appeal to the Information Commissioner. The contact details are: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, Tel: 0303 123 1113 or see <https://ico.org.uk/>.

Yours sincerely,

**BBC HR**