

This privacy notice explains how the trust use (process) your personal information. If you have any questions about the way we use your personal data, please contact our Data Protection Officer on 0161 330 2330 or by email to carolyn.wright@stamfordparktrust.ac.uk.

Please note, this notice relates to personal data collected for marketing purposes only. For information on how we use personal data related to applications and enrolled learners, please read the main privacy notice on our academy website.

Why do we need to process your personal data?

If you register with us to receive information about our academies or to attend one of our events, we will use the data you provide to communicate with you.

The legal basis which we will rely on for processing your personal data for marketing purposes is **consent**. You will provide your consent by registering with us and providing your personal data, and you can ask to remove your consent at any time by contacting us.

For the purposes of relevant data protection legislation, Stamford Park Trust are the data controller for personal data processed by our academies.

In some cases, we may share your data with a third-party processor; however the trust remains responsible for the processing of this data, and the same data protection standards that the trust upholds are imposed on the processor.

What information do we collect about you?

We collect information about you when you register with us to receive information about our academies or to attend one of our events. As a minimum, this will include name, email address, mobile number and your/your child's current school.

How will we use information about you?

We will use the data you provide to promote our events, update you in respect of our services and promote our academies.

Your information will be securely destroyed after it is no longer required for any of the purposes stated above or as required by legislation, in accordance with our data retention schedule. You can request a copy of this schedule from the trust Data Protection Officer.

Special Categories of Information

You may provide us with information regarding health, disability or special educational needs (SEND) you may have, and this information will only be used for the purpose of ensuring that you can access our information and events and receive any support which may be necessary to enable you to do this.

If you would like to discuss this further, please do not hesitate to contact us.

Who do we share information with?

The information you provide for us to use for marketing purposes will not be shared with any other organisation.

What are your rights?

You have the following rights in relation to the processing of your personal data:

- To be informed about your personal data is being used
- To request access to your personal data
- To request that your personal data is amended if it is inaccurate or incomplete
- To request that your personal data is erased where there is no compelling reason for its continued processing
- To request that the processing of your personal data is restricted to a specific purpose
- To object to your personal data being processed

What if I am unhappy with how my personal data is being used?

If you have any concerns about our use of your personal data, you can make a complaint to the Data Protection Officer at:

Carolyn Wright
Data Protection Officer
Stamford Park Trust
c/o Ashton Sixth Form College
Darnton Road
Ashton-under-Lyne
OL6 9RL

Or by email at: Carolyn.wright@stamfordparktrust.ac.uk

You can also complain to the ICO (Information Commissioner's Office) if you are unhappy with how we have used your data by writing to:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

Website: www.ico.org.uk

Changes to this privacy notice

We may change this privacy notice and we encourage you to check this privacy notice from time to time.