



Privacy Notice – Interested Parties

Under data protection law, individuals have the right to be informed about how the Tommy Flowers SCITT uses any personal data that we hold about them. We comply with this right by providing 'privacy notices' to individuals where we are processing their personal data.

This privacy notice explains how we collect, store and use personal data about **interested parties**. This includes, but is not limited to, individuals who register for an Information Event or request information about the Tommy Flowers SCITT. This may be in person, by email, by social media or via <https://tommyflowersscitt.co.uk>.

We, The Tommy Flowers SCITT, are a partnership between Denbigh Alliance and St. Paul's Catholic School. Denbigh School are the 'data controller' for the purposes of the Data Protection Act. Denbigh Alliance is registered as a data controller with the Information Commissioner's Office (registration number Z2570761).

The personal data we hold

Personal data that we may collect, use, store and share (when appropriate) about interested parties includes, but is not restricted to:

- Name
- Contact details
- Results of qualifications
- Education or employment history
- Communications

Why we use this data

We hold and use this personal data to:

- provide information to interested parties about the courses provided by the Tommy Flowers SCITT
- to inform interested parties about upcoming information events

Data sharing

We do not share information about interested parties with any third party.

How data is stored

Your data will be stored within Denbigh Alliance and St. Paul's Catholic School and on a secure third-party platform. Your data will not be shared with any organisations outside of Denbigh Alliance or St. Paul's Catholic School and their data processors.

Individuals' rights regarding personal data

If you wish to discuss the information we hold and share about you then please contact any member of the Tommy Flowers SCITT staff.

Individuals have the right to:

- object to the use of personal data if it would cause, or is causing, damage or distress
- prevent it being used to send direct marketing
- object to decisions being taken by automated means (by a computer or machine, rather than by a person)
- in certain circumstances, have inaccurate personal data corrected, deleted or destroyed, or restrict processing
- claim compensation for damages caused by a breach of the data protection regulations

To see your full rights, please refer to the Tommy Flowers SCITT Data Protection Policy. To exercise any of these rights, please contact Denbigh Alliance's data protection officer, Shannon Webb at GDPR@thedenbighalliance.org.uk.

Your personal data will not be held any longer than necessary in relation to providing relevant information about a Tommy Flowers SCITT course or qualification. Typically, personal data would therefore usually be deleted within a year from the initial enquiry. Exceptions to this would be when an interested party is enquiring about a course that starts beyond this time period.

Complaints

We take any complaints about our collection and use of personal information very seriously. If you think that our collection or use of personal information is unfair, misleading or inappropriate, or you have any other concern about our data processing, please raise this with us in the first instance.

To make a complaint, please contact Denbigh Alliance's data protection officer, Shannon Webb at GDPR@thedenbighalliance.org.uk.

Alternatively, you can make a complaint to the Information Commissioner's Office:

- report a concern online at: <https://ico.org.uk/concerns/>
- call 0303 123 1113
- write to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF