

# VotesforSchools Privacy & Data Notice

### The data we collect

We collect the following personal data from customers:

- 🗹 Staff names
- 🗹 Staff email addresses
- Staff roles/positions.

Please Note: We keep no personal or identifiable data about students.

#### How we may use personal data

The personal data we collect on staff is exclusively used for the running of the VotesforSchools programme. We use it for:

- Generating usernames and logins so staff can vote online
- Emailing our weekly resources and newsletters to staff each week
- Processing invoices and payments.

No data is shared with third parties unless we are required to do so by law, and we will never pass your data to a third party without asking for permission.

#### Data retention

- We only keep personal data for as long as required to meet the purposes set out in this notice unless a longer retention period is set out by law.
- ✓ If a customer chooses at any point not to resubscribe to the VotesforSchools programme, all staff details and organisation details will be retained for a period of two weeks to confirm the end of the subscription. After that period, all personal details apart from those required for accounting will be removed from our records.





Demtech Ltd T/A: VotesforSchools CRN 09940208, registered in England and Wales 33 Lowndes Street, London, SW1X 9HX Office Address: Unit LMLF 2.4, The Leather Market, Weston Street, London Bridge, SE1 3ER



## Why we collect data

VotesforSchools solely collects data to enable it to provide services to its customers. We collect the staff data that we need to ensure we can provide you with resources and updates about our services. We collect the absolute minimum amount of personal information possible. In addition to that, we collect no personal student data. Any student use of the site is anonymous and student accounts contain no personal data.

## Data storage & security

All our data is stored confidentially and securely.

<u>Please Note:</u> Some of our service providers are based outside the EEA. Where your data is on a server outside the EEA, we make sure it is held securely and that your rights as a data subject are upheld.

## Your rights over your data

You have legal rights over any data that we hold. You can request access to your data at any time; you may request that we update any data about you which you believe is inaccurate, and you may also ask us to erase personal data if you do not believe there is a need for us to continue retaining it. You can also opt out of communications at any time by emailing info@votesforschools.com.

If you have any queries regarding the information set out here, if you wish to exercise any of the rights set out above, or if you think that it has not been followed, please contact info@votesforschools.com.



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