

DATA PROTECTION NOTICE for Professional Colleague

Specialist Education Services Ltd is a data controller. Our contact details are:

Specialist Education Services Ltd
The Old Vicarage
School Lane
Heckingham
Norfolk
NR14 6QP

For queries related to this notice please contact:

- the Principal via office@specialisteducation.co.uk or
- our Data Protection Officer at SES_DPO@priviness.eu

As a professional colleague working with one or more of our children we process your name, contact details, working relationship to child and qualifications.

Our legal basis for holding and processing this information is our legitimate interest to provide care for our students and to meet our legal obligations with regard to record keeping under the Children's Homes Regulations 2015.

As required by the law and statutory guidance we may retain records for up to 75 years to meet our obligation regarding the Children's Homes Regulations 2015.

You have the qualified right to request: access to your data, rectification or erasure of the data, restriction of processing or to object to the processing.

You also have a right to lodge a complaint with a Supervisory Authority, for example the Information Commissioner's Office or http://ec.europa.eu/newsroom/article29/item-detail.cfm?item_id=612080

For further information please also see the SES Data Protection Policy and Practice document (available on our website - www.specialisteducation.co.uk/care-education/policies/)