

Discovery Tuition

Privacy Policy



Director: Emma Callow

Email: discoverytuition25@gmail.com

The type of personal information we collect.

We currently collect and process the following information:

- Personal identifiers, contacts, and characteristics (name and address)
- Photographs, video and audio recordings of your child's learning
- Student's progress data

How we get the personal information and why we have it.

The personal information we process is provided to us directly by you for one of the following reasons:

- Information about and updates to our tutoring services

We use the information that you have given us to provide updates to our service. We will not share this information with any third party.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- Your consent.
- You can remove your consent at any time. You can do this by contacting us on discoverytuition25@gmail.com

How we store your personal information.

Your personal information will be kept and stored for as long as necessary to fulfil the purposes we collected it for, including meeting any reporting, accounting, or regulatory obligations. This usually lasts for six years.

Your personal information may occasionally be anonymised for statistical or research reasons; in these cases, we may use it for an indeterminate period of time without providing you with any more notice.

Your data protection rights.

Under data protection law, you have rights including:

- Your right to access – You have the right to ask us for copies of your personal information.
- Your right to rectification – You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- Your right to erasure – You have the right to ask us to erase your personal information in certain circumstances.
- Your right to object to processing – You have the right to object to the processing of your personal information in certain circumstances.
- You have the right to data portability – You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.
- You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at discoverytuition25@gmail.com if you wish to make a request.

How to raise any concerns.

Should you have any concerns about our use of your personal information, you can contact discoverytuition25@gmail.com

You can also contact the ICO if you are unhappy with how Discovery Tuition has used your data.

The ICO's address:

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

Helpline Number: 0303 123 1113

IOC website: www.ico.org.uk

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