

Alt-Ed Lincs GDPR Policy 2025

1. Introduction

Alt-Ed Lincs recognises the importance of protecting personal data and is committed to complying with the General Data Protection Regulation (GDPR) and other relevant UK legislation to ensure the confidentiality, integrity, and availability of personal data.

2. Data Collection and Processing

Alt-Ed Lincs will only collect personal data necessary for the provision of educational services and will process such data lawfully, fairly, and transparently. Personal data will be kept accurate and up-to-date, and will not be retained for longer than necessary.

3. Data Security

Alt-Ed Lincs will implement appropriate technical and organisational measures to ensure the security of personal data, including protection against unauthorised or unlawful processing, accidental loss, destruction, or damage.

4. Data Subject Rights

Alt-Ed Lincs will respect the rights of data subjects under GDPR, including the right to access, rectify, erase, and restrict the processing of their personal data. Data subjects will also be informed of their rights and how to exercise them.

5. Data Sharing and Transfers

Alt-Ed Lincs will only share personal data with third parties when necessary for the provision of educational services, and will ensure that appropriate safeguards are in place for any international transfers of personal data.

6. Data Breach Response

Alt-Ed Lincs will promptly investigate and report any data breaches to the relevant authorities and affected data subjects in accordance with GDPR requirements.

7. Data Protection Officer

Alt-Ed Lincs has appointed a Data Protection Officer (DPO) who is responsible for overseeing compliance with GDPR and other data protection laws. The DPO Harriet Burtenshaw can be contacted at harrietburt@hotmail.co.uk

8. Training and Awareness

Alt-Ed Lincs will provide data protection training to staff members who handle personal data and raise awareness of GDPR requirements throughout the organisation.

9. Policy Review

This GDPR policy will be reviewed and updated regularly to ensure continued compliance with UK legislation and best practices in data protection.

By implementing this GDPR policy, Alt-Ed Lincs aims to uphold the rights of data subjects and maintain the security and integrity of personal data in line with UK legislation.