

The National Mathematics & Physics SCITT Privacy Notice

This privacy notice explains how we use any personal information we collect about you.

What is Personal Information?

Personal information is information about you that is personally identifiable like your name, address, email address or phone number, and that is not otherwise publicly available.

Who are we?

Wycombe High School Academies Trust (WHSAT), of which the National Mathematics and Physics SCITT (NMAPS) is a part, is the data controller. This means it decides how your personal data is processed and for what purposes. WHSAT's registered office is Wycombe High School, Marlow Road, High Wycombe HP11 1TB. NMAPS is a data processor under current GDPR legislation.

How do we process your personal data?

NMAPS collects personal information whenever a user chooses to contact us via the web form within the Contact Us section. When contacting us using this method we ask for information such as your name, email address and telephone number.

NMAPS automatically receives and records information on our server logs from your browser, including your IP address, NMAPS cookie information, and the page you request. We may also collect device information such as:

- Your computer
- Your mobile
- Your tablet
- Your voice-enabled device.

We use information for the following general purposes:

- To respond to any enquiries you have made
- to customise the content you see
- to help us understand how you are using our website so we can make improvements
- to fulfil your requests and for technical website administration purposes

NMAPS complies with its obligations under current GDPR legislation by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access, and disclosure and by ensuring that appropriate technical measures are in place to protect personal data. All personal data is kept on central IT systems and is not stored or transported on portable electronic devices.

Who sees your information?

Your personal data will be treated as confidential and as such it shall only be seen by NMAPS and other individuals nominated by them (including NMAPS Hub Subject Leaders). In all other cases, data is only shared on a strict need-to-know basis.

Sharing your personal data

NMAPS does not rent, sell or share personal information about you with other people or non-affiliated organisations except to provide the services you have requested when we have your permission.

We will use reasonable efforts to ensure that your personal data is not disclosed to regional/national institutions and authorities, unless required by law or other regulations.

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Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data:

- The right to request a copy of your personal data which NMAPS holds about you
- The right to request that NMAPS corrects any personal data if it is found to be inaccurate or out of date
- The right to request your personal data is erased where it is no longer necessary for NMAPS to retain such data
- The right to withdraw your consent to the processing at any time
- The right to request that the data controller provide the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability), (where applicable)
- The right to object to the processing of personal data, (where applicable)
- The right to lodge a complaint with the Information Commissioners Office.

Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

Changes to our Privacy Notice

NMAPS keeps its privacy policy under review and may update this statement sometimes. If we make significant changes we will let you know by placing a prominent notice on our website. This Privacy Statement was last updated on 18 April 2021.

Privacy support and contact information

If you have any questions, suggestions, or would like more information about anything mentioned in this website privacy statement please in the first instance email us at enquiries@nmapscitt.org.uk. You can contact the Information Commissioner's Office on 0303 123 1113 or via email <https://ico.org.uk/global> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

This notice does not apply to the practices of companies that we do not own or control, or people we do not employ or manage.