

Bede's Trust Privacy Notice for Governors of the Trust

This notice deals with two sources of data: that obtained directly from you and that obtained from others or elsewhere.

This privacy notice should be read in conjunction with the 'Overview Privacy Notice' and the introductory paragraphs of the 'Privacy Notices' section on the Trust's website.

This privacy notice will be provided to you at the time your data is being obtained, if it is being obtained directly and will thereafter be available on both Mybedes and the Trust website.

Data will be processed for the purposes of responding to requests for information about joining the Board of the Trust and the Trust will therefore have a "legitimate interest" for processing basic personal data and, if necessary, sensitive personal data. The data the Trust holds will be the minimum it requires.

The Trust will share your data with the following companies who have contracts with the Trust and who have equalled the Trust's precautions, systems and procedures for dealing with data, these are:

- Atlantic Data, Trust DBS checks
- Microsoft, iSAMS, PASS, Trust IT software providers

It is not necessary for data to be shared with other countries. The exception to this will be international trips that the Trust organises, should this be envisaged for you, you will be contacted for your consent, the consent will be limited in time and content if it is required.

The retention period for data on Governors to be held will be 25 years, [and/or be modified by any other legal obligation the Trust finds itself under], for further details on the Trust's retention policies please refer to the Trust Retention of Records Policy available on both Mybedes and the Trust website.

You have the right to withdraw your consent to data processing at any time, however this will only apply to certain groups of data for which you have given particular consent.

You can complain at any time about how the Trust has handled your data. The Information Commissioner is available through the ICO helpline at 0303 123 1113. It should be noted that the ICO recommends that steps are taken to resolve the matter directly with the Trust prior to involving the regulator, please refer to the Trust's Overview Privacy Notice for further details.

We will obtain the data the Trust requires from you, should we need data from other sources we will contact you first.

We see the provision of personal data as necessary to safeguard you and the Trust as it will allow the necessary checks to be made.

There is no automated decision making or profiling involved in this data stream into and through the school.

Owned by: Data Compliance Manager

Authorised by: SMT

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