

PRIVACY NOTICE

Our Vision:

"An unwavering commitment to continuity in education and prioritising excellence in every child's learning journey."



Contact Us

☎ 01274 265989

✉ info@teachalliance.co.uk

🌐 www.teachalliance.co.uk

Teach Alliance operates as a recruitment agency, providing work-finding services to both clients and those seeking employment. In fulfilling this role, Teach Alliance is entrusted with processing personal data, including sensitive personal information, thereby acting as a data controller.

Individuals may submit their personal details to Teach Alliance directly, such as via application forms or our website, or we may obtain this information from other sources such as job boards. It is imperative for Teach Alliance to have a lawful basis for processing this personal data. We commit to utilising your personal information solely for the purpose of providing work-finding services and/or relevant job information, in accordance with the terms outlined in this statement.

Collection and Use of Personal Data

Purpose of Processing and Legal Basis

Teach Alliance will gather and process your personal data, which may include sensitive personal data, with the aim of delivering work-finding services. The legal grounds on which we base this processing are as follows:

- Consent
- Legal obligation
- Contractual obligation

Statutory/Contractual Requirement

Your personal data may be required by law, as well as for contractual obligations (e.g., at the request of our clients). Failure to provide this data may result in Teach Alliance being unable to engage with you further.

Data Retention

Teach Alliance will retain your personal data for as long as necessary. Different legal requirements dictate the retention periods for various types of data.

Under the Conduct of Employment Agencies and Employment Businesses Regulations 2003, we are obligated to retain work-seeker records for at least one year from their creation or the date of our last service provision to you.

Additionally, we must retain payroll records, holiday pay, sick pay, and pensions auto-enrolment records in compliance with HMRC regulations and associated legislation.

Upon expiry of any consent given for processing personal and sensitive data, Teach Alliance will seek renewed consent. Where consent is not provided, processing of your personal data will cease.

Your Rights

You are entitled to the following data protection rights:

- The right to be informed about the personal data Teach Alliance processes concerning you
- The right to access the personal data Teach Alliance processes concerning you
- The right to rectification of your personal data
- The right to erasure of your personal data in certain circumstances

- The right to restrict processing of your personal data
- The right to data portability in certain circumstances
- The right to object to the processing of your personal data based on public or legitimate interest
- The right not to be subjected to automated decision making and profiling
- The right to withdraw consent at any time

If consent has been given for the processing of personal and sensitive data, it can be withdrawn at any time by contacting the Compliance Officer on 01274 265989 or via email at info@teachalliance.co.uk.

Complaints or Queries

If you wish to raise concerns regarding this privacy notice or any procedures outlined within it, please contact Teach Alliance's Compliance Officer on 01274 265989 or via email at info@teachalliance.co.uk.

You also retain the right to lodge complaints with the Information Commissioner's Office or any other relevant supervisory authority, should your personal data be processed outside of the UK, if you believe your data protection rights have been violated.

The ICO's address:

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

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>

Cookie Policy

This website utilises cookies to enhance user experience. Users are provided with the option to allow or disallow cookies upon their first visit to the website, in compliance with recent legislation requirements. Instructions on how to manage cookies for popular internet browsers are available online or via software help.

Access to Review and Change Your Information

Once registered with Teach Alliance, you may access and amend the personal information provided at any time. We undertake to destroy or permanently de-identify personal information if it is no longer necessary, although we are legally obligated to retain certain information to fulfil legal responsibilities or resolve disputes.

Changes to this Privacy Policy

Teach Alliance reserves the right to amend this Privacy Policy as required. In the event of substantial changes, affected parties will be notified via email.

Contact

For any queries regarding this Privacy Policy, please contact us at admin@teachalliance.co.uk or on 01274 265989.

Last Updated: 7th February 2024