



Braintree Maths Tutors UK

This Privacy Notice tells you what information we hold about you and why

If you have any questions please ask Emlyn or Sue

What information do we ask you for?

We ask you to tell us:

- your name and contact details
- the name you like to be known by
- your date of birth
- about any additional help that you need or any diagnoses you have that you would like us to know about so that we can best support you in your learning

What do we need this for?

We only collect the information we need to be able to get in touch with you between sessions and to make sure we can help you with your learning

Your rights

1. We only keep your personal details for as long as you are happy for us to so.
2. If you want to check what information we have you can ask to see what information we have
3. If you want us to erase something you can ask us to do this
4. You can ask us to pass all the information we hold to a new school or tutor

If you want to know more about all your rights, please ask for more details. Or you can find these out for yourself on the [ICO website](#).

What does the law say about how we are allowed to use your data?

Under UK data protection law, we have to have a “lawful basis” for collecting and using your personal information.

Our lawful basis is because we need this information to be able to tutor you online and to keep in touch with you in between sessions when this is helpful.

Where do we get your personal details from?

We only obtain information about you directly from you or from your parents or carers (if you are 13 or under)

How long do we keep your details?

We will not hold data any longer than we need to for the purposes stated above.

Do we ever share your details with anyone?

No. We keep your details private and never share them with anyone else (unless you ask us to pass them on to someone such as a new tutor).