



## **Privacy Notice (Specialists Leader of Education (SLE))**

**The categories of information that we collect, process, hold and share include:**

- personal information (such as name, email, position)

### **Why we collect and use this information**

We use data to:

- Progress your application to become an SLE

### **The lawful basis on which we process this information**

We process this information under Article 6 (a) as you are consenting through the application process in providing us this information.

### **Collecting this information**

Whilst the majority of information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with data protection legislation, we will inform you whether you are required to provide certain information to us or if you have a choice in this.

### **Storing this information**

We hold SLE data for as long as you are registered as an SLE plus 2 years.

### **Who we share this information with**

We routinely share this information with:

- Kent & Medway Teaching School Network
- National College of Teaching and Leadership
- Leadership Learning South East
- EKLA website (name and position)
- Schools requesting deployment

### **Why we share your information**

We share this information in order to facilitate the SLE application process, if you are successful we will also place your details on our website so schools in the area know who the SLE's are.

## Requesting access to your personal data

Under data protection legislation, you have the right to request access to information about you that we hold. To make a request for your personal information, contact [courses@ekla.org.uk](mailto:courses@ekla.org.uk)

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed; and
- claim compensation for damages caused by a breach of the Data Protection regulations

If you have a concern about the way we are collecting or using your personal data, we ask that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

## Further information

If you would like to discuss anything in this privacy notice, please contact:

[courses@ekla.org.uk](mailto:courses@ekla.org.uk) or write to: EKLA C/o Herne Infant School, Palmer Close, Herne Bay, CT6 7AH