



British Council Slovakia
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Additional data protection information:

The Controller of this data processing activity is the British Council, Panská 17, 81101 Bratislava, Slovakia.

We process your data for the following purposes:

For the **administration and teaching** of the contracted course, which includes: a) admission, registration and course invoicing; b) teaching activities including the use of video/voice recordings of the students; c) communications with the student (or their parents if student is under 18 years old, or with companies contracting the course for their employees' training) for course related matters. We shall keep data for these purposes for as long as the contractual relationship is in effect or while the relevant legislation requires its retention.

To take into account **special learning or health needs**. The student, or the parent of a student under 18 years old, can provide on a totally voluntary basis, information about the medical condition of the student, that will allow us to take into account the specific learning needs of the student, or provide a better service, e.g. should dietary requirements need to be considered. We shall keep this information while the contractual relationship is in effect.

To gather **customer feedback** about contracted products; to send electronic **marketing communications** about similar British Council products, services and activities. We shall keep data for these purposes while the data subject does not exercise their wish to object to such processing or requests to be unsubscribed from receiving promotional communications.

What is the legitimate basis for our processing of your data:

The course administration and teaching activities are legitimised by the performance of a contract for the provision of services. Not providing any of the requested personal data may affect the timely delivery of the services with the required accuracy and efficiency.

Processing information about special educational needs and specific health requirements so that we can deliver a better targeted service is legitimised by the specific consent of the student, or their parent if the student is under 18 years old.

Communications to the client related with the contracted course are legitimised by the performance of a contract. Our clients include: adult students; parents of young learner students; employers of adult students granting professional development to their employees.

Customer feedback and marketing communications on similar products and services are legitimised by the performance of a contract and the exemption allowed in 13.2 of Directive 2002/58/EC on Privacy and Electronic Communications.

Recipients of your personal data:

Banks; public administrations; social services where referral is required for child protection cases.

British Council main establishment, for purposes exclusively related with our activity.

Third parties providing services related with administrative processes and teaching activities (admissions, registration and information management systems, financial management), with global contracts as Data Processors.

Third party providing services related with surveys on contracted services, with global contract as service provider.

International transfers:

Service provider for electronic communications: [Campaign Monitor](#), with signed EU Commission's Model Clauses.

Your rights over our processing of your personal data:

You have the right to access your personal data; to request the rectification of inaccurate data or, if appropriate, to request their erasure when the data are no longer necessary for the purposes for which they were collected. In certain circumstances, you may request the restriction of processing or object to the processing of your data. In these cases we shall only keep them to defend any claims.

You are also entitled to withdrawing your consent at any time for any of the purposes for which you were asked to provide your consent, taking into account that this shall not affect the legitimation of the processing that was based on your consent, prior to your withdrawal.

You can exercise your rights by contacting us at IGDisclosures@britishcouncil.org, including identification documentation. We have thirty days to address and answer your request, from the date your request is received. Furthermore, you are entitled to bring a claim before your local Data Protection Authority.