

Sensitive Personal Data

- Disability/health condition relevant to the role
- Ethnicity and next of kin details (non-compulsory)
- Criminal conviction through Disclosure and Barring Service (DBS), and Overseas Police Clearance (if applicable)
- Ongoing online DBS Update Service checks (if applicable)
- Online Barred List checks through Teacher Pensions Online
- Online status checks against qualifications and sanctions (through NCTL check) for teachers and/or through the Education Workforce Council (EWC) for candidates in Wales
- References from previous employers;

we will do so in line with our retention policy. Upon expiry of that period the Company will seek further consent from you. Where consent is not granted the Company will cease to process your personal data and sensitive personal data.

4. Your Rights

Please be aware that you have the following data protection rights:

- The right to be informed about the personal data the Company processes on you;
- The right of access to the personal data the Company processes on 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 that was based on a public or legitimate interest;
- The right not to be subjected to automated decision making and profiling; and
- The right to withdraw consent at any time.

Where you have consented to the Company processing your personal data and sensitive personal data, you have the right to withdraw that consent at any time by contacting David Millard, Compliance Director and Data Protection Officer, TimePlan Education, 2nd Floor Central House, 1 Ballards Lane, London, N3 1QL.

5. Complaints or Queries

If you wish to complain about this privacy notice or any of the procedures set out in it please contact: David Millard, Compliance Director and Data Protection Officer, TimePlan Education, 2nd Floor Central House, 1 Ballards Lane, London, N3 1QL.

You also have the right to raise concerns with Information Commissioner's Office on 0303 123 1113 or at <https://ico.org.uk/concerns/>, or any other relevant supervisory authority should your personal data be processed outside of the UK, if you believe that your data protection rights have not been adhered to.