

USER INFORMATION

KENSINGTON SCHOOL, C.B., informs you that, in accordance with the provisions of the General Regulation (EU) 2016/679, data protection (RGPD) and in the L.O. 3/2018, of data protection and guarantee of digital rights (LOPDGDD), we will process your data as reflected in this Privacy Policy.

In this Privacy Policy we describe how we collect your personal data and why we collect it, what we do with it, with whom we share it, how we protect it and your options regarding the treatment of your personal data.

This Policy applies to the processing of your personal data collected by the company for the provision of its services. If you complete any of our forms you must first agree to the terms of this Policy and we will keep a record of that agreement.

1. DATA CONTROLLER CONTACT DATA

The person responsible for processing the data collected on this website is:

Company name: KENSINGTON SCHOOL, C.B.
CIF: E62168133
Address: Carrer dels cavallers, 31/33, 08034 Barcelona
Phone: 93 203 54 57
e-mail: info@kensingtonschoolbcn.com

2. PURPOSE, LEGITIMACY AND CONSERVATION

We collect and process your personal data through the forms on our website:

Enquiry Form

- Purpose: To manage the admission process.
- Legitimation: The treatment is based on the unequivocal consent given by the user when filling in the form.
- Conservation: Your data will be kept in our databases for 6 months.

3. TYPES OF DATA COLLECTED

The types of data requested are:

- Identification and contact data.
- Academic data.

We also automatically collect data about your visit to our website, as described in the cookie policy.

KENSINGTON SCHOOL, C.B. does not collect data considered particularly sensitive such as: race or ethnic origin, political opinions or religious or philosophical beliefs, trade union membership, health, sexual activity or sexual orientation, biometrics or genetic data.

It is the responsibility of each data subject to ensure that the data supplied are true, accurate, complete and up to date and they alone shall be liable for any loss or damage, whether direct or indirect, which may result from failure to comply with this obligation.

In the event that the data provided by a User belongs to a third party other than the one providing the data, the User must inform the third party of the aspects contained in this Privacy Policy and obtain its authorization to provide its data to KENSINGTON SCHOOL, C.B.

4. RECIPIENTS OF THE DATA

The data may be disclosed to third parties for the provision of various services, as Data Processors, but we will not pass on your personal data to third parties, unless we are obliged to do so by law or you have agreed to do so with us after being informed and accepting it.

We share your information with:

- Service providers contracted by (Data Processors). Such as: our hosting service, computer specialists or legal advisers. We require all our employees, contractually, to use the personal data provided only for the purpose provided for in the contract and, upon completion, to return or destroy such personal data.
- Service providers located outside the European Economic Area (international data transfers), such as the USA¹. In these cases, it requires such recipients to comply with measures designed to protect personal data and, to this end, relies on mechanisms approved by the EU that allow such transfers.
- By legal obligation: Tax Agency, Public Administration with competence, Judges and Courts, etc.

¹Execution Decision (EU)2016/1250 of the Commission of 12 July 2016 in accordance with Directive 95/46 of the European Parliament and of the Council on the adequacy of the protection provided by the EU-US Privacy Shield.

5. RIGHTS OF THE INTERESTED PARTIES

You have the right to **request** confirmation as to whether we are processing your personal data and, if so, to **access** such data or request its **portability**.

You have the right to **object** to the processing of your data (we will always take into account your objection to receiving publicity) and/or to request the **deletion** of your data.

You may request that we **limit** the processing of your data in the following cases:

- While the accuracy of your data is being checked.
- If the processing is unlawful, but you object to the deletion of your data.
- When the educational institution does not need your data, but you need them for the exercise or defense of claims.
- Where you have objected to the processing of your data for the fulfilment of a task carried out in the public interest or for the satisfaction of a legitimate interest, while verifying whether the legitimate grounds for the processing prevail over your own.

In addition, you may revoke the consent given at any time. Please note, however, that after attending to your revocation we may continue to communicate with you when necessary to fulfil our legal obligations or to execute the contract you have with us.

For the correct exercise of your rights, we ask that, when making your request, you prove your identity by means of a copy of your ID card, or equivalent official document, and identify the company (or companies) to which your data are linked, if applicable. Channels at your disposal:

- Letter: KENSINGTON SCHOOL, C.B., addressed to the Centre's management and stating "Data Protection" in the subject line.
- E-mail: dpo@kensingtonschoolbcn.com, indicating "Data Protection" in the subject line.

If you consider that we have not treated your personal data in accordance with the regulations, you may contact the Data Protection Officer at dpo@kensingtonschoolbcn.com, indicating in the subject line: Data Protection Claim.

However, you can obtain more information about your rights by contacting the Spanish Data Protection Agency (www.aepd.es) to which you can make a complaint.

6. UPDATE OF THE PRIVACY POLICY

We strive to continually improve our services, processes and the protection of the rights of data subjects, so we will update this privacy policy periodically. We encourage you to review it regularly.