

Privacy Policy

Access UK Education Ltd. is committed to ensure that your privacy is protected. This privacy outlines how we collect, use, store, and share your personal data when you interact with us or visit our website. It is intended to ensure that personal information is handled lawfully, transparently, and securely, in accordance with the Data Protection Act 2018, and the UK General Data Protection Regulation (UK GDPR).

What information we collect

We collect and process personal data when you interact with us and our website. This may include:

- Name and job title
- Nationality and gender
- Child's age and/or date of birth
- Contact information, including email address
- Relevant medical information necessary to provide our services
- Child's school, academic performance, and interests
- Financial information where relevant
- Marketing preferences, including any consents you have provided
- Communications you send to us

How we use your information

We use this information for the following reasons:

- To delivery our services. We use personal data to:
 - Verify your identity for security purposes
 - Communicating with you
 - Provide educational and guardianship services
 - Offer relevant advice on our services and how to use our website effectively.
- Information we process with your consent. We may process your personal data when:
 - You contact us with an enquiry or request
 - You browse our website or request information about our services or job opportunities
 - You agree to receive marketing communications
 - You permit us to share your details with trusted third parties
 - Improve our website and service offering
 - We place cookies and use similar technologies in accordance with our cookies policy and the information provided to you when those technologies are used.
- For purposes which are required by law. We may process your data to comply with legal obligations, such as:
 - Conducting DBS checks on suppliers such as host families and drivers;
 - Responding to legitimate requests from government or law enforcement agencies.
- Base on legitimate interests
We may process information on the basis there is a legitimate interest, either to you or to us, of doing so. Where we process your information on this basis, we do after having given careful consideration to:
 - whether the same objective could be achieved through other means
 - whether processing (or not processing) may cause you harm

- whether you would expect us to process your data, and whether you would consider it reasonable to do so.

Information provided may be shared with third parties

Some of your personal data may be shared with other organisation, such as insurers and organisations which conduct safety checks. We will also need to share personal data with third party service providers, such as web hosting and maintenance company, DBS checking organisation, provider of host families, transport companies, education consultants, etc. Personal data may also be shared with government authorities and/or law enforcement officials if required for security purpose, or if mandated by law or if required for the legal protection of our legitimate interests in compliance with the applicable laws.

Cookies

Cookies are small text files stored on your device by your browser when you visit any website. Once you agree, the file is added and the cookies help analyse web traffic or let you know when you visit a particular site. Cookies allow a website to tailor its operations to your own needs, and provide the website owner with statistics about how you used the website so that it can be improved.

Our website uses cookies. They are placed by software that operates on our servers, and by software operated by third parties who are providing services to us. Cookies help us provide you with a better website by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. It also should allow you to prevent or limit their use but this may prevent you from taking full advantage of the website.

Controlling your personal information

You can request details of personal information which we hold about you, or to review or update your personal information. If you would like a copy of the information held on you, please write to Access UK Education Ltd., Curtis House, 34 Third Avenue, Hove, East Sussex, BN3 2PD. Upon receiving the request, we will tell you when we expect to provide you with the information, and whether we require any fee for providing it to you, such as postage, etc. If you find that any information we are holding on you is incorrect or incomplete, please write to us as soon as possible at the above address. We will promptly correct any information found to be incorrect.

If you wish to remove personally identifiable information from our record, please contact us at guardian@access-edu.co.uk. This may limit the service we can provide to you.

External Links

Our website may contain links to other websites. Once you have used those links to leave our website, we do not have any control over that other website. Therefore, we cannot be responsible for how other website handle your data. Please refer to the privacy policies of any third-party sites you visit.

Data Retention

We retain your personal data only for as long as for the contractual length to provide you services, or require by law, or to support a claim or defence in court.

Review of this privacy policy

This policy will be reviewed every year, or earlier if necessary. If you have any question regarding our privacy policy or if have any concern about how we process your personal data, you can get in touch with us at guardian@access-edu.co.uk