

Our Privacy Notice

What we do with your data

We collect data from...



Young people who benefit from our programmes. We need basic personal data to manage applications and provide updates. We ask for sensitive personal information to monitor the diversity of young people on our programmes.

Volunteers. We need basic details to update you on our programmes. We ask for sensitive personal information to match you to the most appropriate events and ensure our volunteers are diverse.



Employers who work with us on any programme, including work experience. We collect basic information so we can manage our programmes, contact you to arrange work experience, and provide appropriate updates.

Pupils at the Inspired Direction School. We require sensitive and personal information in line with school requirements.



Trustees and school governors. We collect basic personal information for transparency reasons.

Newsletter subscribers. We hold basic information in order to contact you. You can opt-out at any time [here](#).



What do we do with it?

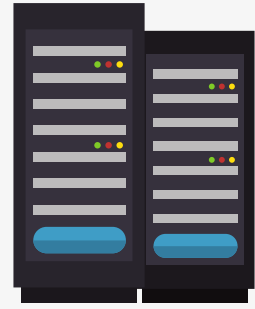
Inspire! is a 'Controller' of the personal data you provide to us. This notice tells you what to expect when we collect personal data.

This information applies to the data we collect about young people, volunteers, employers, pupils, staff and trustees.



We have a **Data Protection & Security policy** in place which we follow in order to protect your data.

Inspire! staff manage all personal data in the UK. However, some of this information is located on international servers. Servers based outside of the EU still need to comply with EU law (**General Data Protection Regulation**)



No **third parties** have access to your personal data, unless they are allowed to by law. We will only share your information with others when it is necessary and legally appropriate to do so.

We only keep your information for as long as we need it. This means that all personal details we have collected will be removed after it is no longer needed for its original purpose.



More information on how we store and keep your data can be found in our Data Protection and Security Policy [here](#).

What is our legal basis for using your data?

As a charity and a registered school, we have several reasons for processing data.

We rely on the following legal bases for collecting, storing and using your information:

Legitimate interest: Processing some data is necessary for our work and balances the interests of others. For example, we collect employers' details to source work experience placements; this has an impact on employers, schools and young people, who can all benefit from it.



Consent: We rely on consent for some activities involving data, such as updating individuals about volunteering opportunities via email. Consent is clear, prominent, opt-in focused and necessary. Individuals can withdraw their consent at any time. The process for withdrawing consent is explained in the [Data Protection & Security Policy](#).



Contract: We process some information as part of contractual obligations with local authorities and other partners, and Service Level Agreements with schools. We also process staff information for their employment contracts.



Legal obligation: We are legally required to process much of the data associated with the Inspired Directions School. This includes information we are obliged to collect for the school census, and for communicating with parents and guardians as part of our statutory requirements as a school. We are also legally obliged to ensure employees have no criminal convictions which prevent them from working with children. We use DBS checks to ensure this.

We also process '**sensitive information**' to carry out some of our activities.



Explicit consent: We collect sensitive personal information, such as ethnic background, from volunteers on some of our programmes. This is so we can plan events where the volunteers reflect the school and community's diversity. We ask for consent to collect this information.

Legitimate activities: Some sensitive information we collect is necessary for our activities. For example, we ask schools for information on the Special Educational Needs of some students, so that we can design programmes which support these needs. We also rely on legitimate activities for the Inspired Directions School so that we can support our students' needs.

Medical: We collect medical information from some young people to find out whether we need to provide additional support on our programmes. This is in line with our core activities at Inspire! and the Inspired Directions School.

What are your rights?



If you believe the information we hold about you is incorrect you can request to have it corrected. You can also ask to access your data or have it deleted.

If you wish to raise a complaint on how we handle your personal data, or find out more, contact our Data Protection Officer.

Rafael Oelmann
Data Protection Officer
020 3905 3836

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner's Officer: www.ico.org.uk/