

# The Eveleigh LINK Academy Trust

## Trustee/Member Privacy Notice

### **The categories of trust trustee information that we collect, process, hold and share:**

To enable our trustees to carry out their official functions to support our schools we use personal information, for example:

- Name and contact details
- Declarations of interest
- Vetting information
- Digital images
- Behaviours
- Trustee details – e.g. role, start and end dates and Trustee ID

The Trust is the data controller for this information. Data processors may support this activity through the provision of systems.

### **The lawful basis on which we process this information:**

We are required by law to collect and use this information and our legal basis for using the personal information is our Legal Obligation under [section 538 of the Education Act 1996](#) and the [Academies Financial Handbook](#) . Our legal basis for using special category personal information is Substantial Public Interest.

### **Who we share this information with**

We publish names of Trustees and their register of Business Interests on our Trust website to comply with statutory requirements. Other information is published on our website with consent.

We sometimes need to share some information, for example with:

- Our local authority
- The Department for Education (DfE)
- Other education providers
- Regulatory Bodies

Data is also entered manually on Company's House system. Some of this information (e.g. name and role on the board) is publicly available.

We will not share your personal data with anyone else without your consent unless it is permitted by law.

### **Storing this information**

The information we use will be retained until the Trustee ceases to work with the Trust, plus one year.

No personal information is routinely available outside of the UK or the EEA. Some systems used for processing Data, through contracted 3rd party suppliers, are hosted online outside of the UK but within the EEA. Should a transfer of personal information be necessary we will only do so where it is permitted by law and where appropriate safeguards are in place.

### **Contact**

If you would like to discuss anything in this privacy notice, please contact your CEO or The Eveleigh LINK Academy Trust's DPO.

DPO name – Helen Wilson Email – [dpo@sbmservices.co.uk](mailto:dpo@sbmservices.co.uk)

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