PRIVACY NOTICE

Education – STEM Starts

Who we are

Moray Council, Council Office, High Street, Elgin, Moray, IV30 1BX, www.moray.gov.uk 01343 543451, is a Local Authority established under the Local Government etc. (Scotland) Act 1994. We are the Data Controller of the personal data being collected.

Why we are collecting your personal data

The Council has obligations under the Scottish Government's National Improvement Framework and Improvement Plan 2022; the Early Years Science Technology Engineering and Mathematics (STEM) project seeks to develop a STEM learning ecosystem in the Moray area. This will be done through the creation of specialist learning environments and experiences, access to training and resources, and, the creation of a STEM learning network involving Moray Council staff, key delivery partners, and, volunteers from industry and the wider community.

STEM Starts Website

When you contact us via the STEM Starts website (https://stemstarts.co.uk/), personal data including your name, contact details (email address and phone number) and requests/enquiry details will be collected. We will use this data to respond to the request/enquiry.

Feedback Forms

If you choose to complete a feedback form, personal data may be collected from you (such as your name/position and feedback/opinions).

Photography and Video

On occasion, photographs and videos may be taken at STEM Starts events. Where this is the case, you will be made aware beforehand and your permission will be requested prior to any photographs or videos being taken of your child(ren) and/or yourself. The photographs and videos may be added to the STEM Starts website https://stemstarts.co.uk/ and other webpages, for example www.moray.gov.uk. When you have consented to photographs and videos of your child(ren) and/or yourself being taken, we will collect your child's name, the school/nursery they attend, their class, and, your name, contact number and signature.

Personal data you give us about other people

If you have provided, or have been asked to provide, someone else's personal data for a specific purpose; if reasonable to do so then please make sure that you have told them that you have given their personal data to us for this purpose.

Our legal basis

Whenever the Council processes personal data we need to make sure we have a legal basis for doing so. We understand the Council's basis in data protection law to be Article 6(1)(e) of the United Kingdom General Data Protection Regulation (UK GDPR), as the processing is necessary for the performance of a task carried out in the public interest. The Council is processing the personal data in fulfilment of our public task, as an Education Authority, which includes supporting delivery of the key priorities listed in the Scottish Government's National Improvement Framework and Improvement Plan, as well as the delivery of the Scottish Government's STEM strategy to improve education and training in STEM within Scotland's schools.

We understand our legal basis for taking photographs and/or videos to be Article 6(1)(a) of the UK GDPR, because you have given consent to the processing.

Who we share this personal data with

STEM Starts has a dedicated website (https://stemstarts.co.uk/), which is managed by a third-party web developer. Personal data may also be shared with external consultants that we have contracted to assist us with developing STEM Starts. Where these third parties need to process your personal data, we make sure that they do so appropriately through our contractual arrangements with them.

Your personal data may be shared internally with authorised officers of the Council if having access to personal data is a necessary part of their roles to ensure records are accurate and up to date. It may also be shared with other relevant Council Services where applicable.

The Council may share your personal data with other relevant Council Services and third parties, where we are under a legal obligation to do so. For example, this may be with Police, Social Security Scotland, UK Border Agency, or other Registered Professional Bodies.

The Council is required by law to protect public funds against fraud. It may share personal data with other relevant Council Services and third parties responsible for auditing and administering public funds, or who otherwise have responsibility for preventing and detecting fraud.

How long the personal data is held for

Your personal data will be securely stored by Moray Council for a pre-determined length of time. Information is only kept for the minimum amount of time necessary. We maintain a record retention schedule which sets out how long we retain different types of personal data. This is available on our website: www.moray.gov.uk/RetentionSchedules.

The Council stores information within the UK.

Your rights

Moray Council is the Data Controller for this personal data. You have legal rights about the way the Council handles and uses your personal data. These include the right to ask for a copy of it, to ask us to correct it and to ask us to stop doing something with your personal data.

You have the right to withdraw your consent to having photographs or videos taken of your child(ren), and/or yourself at any time by contacting: stemstarts@moray.gov.uk

As so far as the legislation permits, you also have the right to request the deletion of your data, and to object to the processing.

For more information about these rights, please see the Information Management pages on the Council's website here: www.moray.gov.uk/InformationRights. Alternatively, email the Council's Data Protection Officer at: IG@moray.gov.uk

If you have a concern about the way the Council has handled your personal data, you can make a complaint to the Council's Data Protection Officer in the first instance; an e-form is available on the Council's website here: www.moray.gov.uk/Complaints

You also have the right to make a complaint to the Information Commissioner's Office. They are the body responsible for making sure organisations like the Council handle your personal data lawfully.

Information Commissioner's Office
Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Telephone: 0303 123 1113 Website: https://ico.org.uk/
Online: https://ico.org.uk/make-a-complaint/data-protection-complaints/

External links

Please note that the STEM Starts website may contain links to other websites. Those links are provided for convenience and may not remain current or be maintained. We are not responsible for the privacy practices of linked websites, and we suggest you review the privacy policies of those websites before using them.