



From mountain to sea

Privacy Notice – ActiveLearn

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- Enhance learning, provide a variety of materials to facilitate over learning, remediation, and practise of topics.
- Reduce teacher workload.
- Facilitate home learning, blended learning and Flipped classroom approach to learning.

Your information is:

Being collected by Aberdeenshire Council

- First Name
- Last Name
- DoB – Secondary only (optional group/class, school email address, school year)

The Legal Basis for collecting the information is:

Personal Data	
Consent - The data subject has given explicit consent to the processing	x

Your information will be shared with the following recipients or categories of recipient:

Amazon Web Services (AWS) for hosting within the EU (Republic of Ireland).

Cognizant to provide development / technical support (India). No data is passed or hosted by Cognizant.

Concentrix for customer support queries (Philippines). No data is passed or hosted by Concentrix.



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Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not Applicable

The retention period for the data is:

(1) for ActiveLearn Secondary:

Soft-deletion of accounts

3 years

Hard-deletion of accounts

Soft-deleted accounts, which were soft-deleted > 90 days ago AND were last logged in to > 3 years ago

(2) For ActiveLearn Primary:

If no login has happened after 3 months

The following automated decision-making, including profiling, will be undertaken:

Not Applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.



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Where the Legal Basis for processing is Consent, please confirm that you have been provided:

- why your information is being collected;
- the purposes for your information being collected;
- full information about the intended processing;
- details of any sharing of your information;
- details of the security for transferring your information to any country outside the EEA;
- the applicable retention period;
- details of any automated decision-making or profiling applied to your information; and
- details of your rights.

I understand that I have the right to withdraw this consent at any time by contacting

[School Name]@aberdeenshire.gov.uk

Name

Date

Signature