



Privacy Notice for Clients (Schools & Agencies)

The General Data Protection Regulation (GDPR)

On 25th May 2018, a change in Data Protection legislation came into force. This affords a greater level of protection to an individual's rights regarding the usage, storage, and availability of their personal data held by companies and institutions.

Data protection and information security are something that we have always taken seriously at PiPeLine Productions. We have reviewed and implemented data protection laws as part of our management system and as part of our business risk assessment. The lawful basis for our data processing activity is by 'Contractual Obligation'.

In the event that there are changes in the way we securely process data, we will communicate these changes to you.

How we use your personal information

As contractual partners, PiPeLine only processes data on your behalf in the course of the delivery of the services (the contract) we provide to you as our customer.

Our Privacy Promise

We promise:

- To take your data privacy seriously
- To keep the data and information we process safe, secure, and private
- Our activity under contractual obligation is strictly limited to the service we provide to you as a customer of PiPeLine Productions
- Not to sell or pass on your data and information, including individual personal information
- Not to use any 3rd party in the processing of your data without your express permission with the exception of select 3rd parties we use in order to discharge our statutory duties (i.e. accountants) or to deliver our services (sub-contractors such as Internal Quality Assurers and external bodies in the form of External Quality Assurers)
- To advise you should there be a breach to the PiPeLine Productions network or infrastructure, which will compromise your data and information

Working Together

Whilst you and your organisation will have your own data controller responsibilities under the new legislation, we at PiPeLine will continue to ensure the integrity of data we process on your behalf as an interested party in the delivery of the services we provide to you.



Your Rights

Under the General Data Protection Regulation (GDPR) and The Data Protection Act 2018 (DPA) you have a number of rights with regard to your personal data. PiPeLine does not hold any personal data beyond necessary email addresses and telephone numbers, only data relating to your company to fulfil our contractual obligations to you.

Should you require any further information on data protection, data security or data privacy, please feel free to contact PiPeLine Productions direct on 01274 256922 or e-mailing Philip Charles (DPO pc@pipelineproductions.co.uk) subject: Data Security.