



Data Protection Statement for customers

Todo el Mundo asks for some personal details from its customers. This is requested solely for the purposes of administering our agreement with our customers. For teaching children the information requested includes contact details of parents / carers and health information regarding students. The information is only used for the purposes of contacting parents / carers regarding class information and their child's progress in classes, and to ensure the health and safety of the students in our care.

No information is passed to third parties, unless we are legally obliged to do so.

Todo el Mundo take our responsibility for looking after information seriously. We meet the requirements of the General Data Protection Regulations (GDPR) at all times when asking for and handling our customer's information including:

- Personal data shall be processed fairly and lawfully
- Data is processed only for the purpose(s) for which it was collected
- Data is adequate, relevant and not excessive
- Data is accurate and kept up to date
- Data is not kept longer than necessary
- Data is kept secure against unauthorised access and loss or damage

Where we plan to take photographs or videos of students, explicit permission is always sought from parents / carers.

A copy of this statement will be brought to the attention of all customers.

Data Protection Statement for subscribers to our 'Noticias' emails

The information we collect from you is only used to help us keep you informed of our current services and other language learning opportunities.

No information is passed to third parties, unless we are legally obliged to do so.

Todo el Mundo take our responsibility for looking after information seriously. We meet the requirements of the General Data Protection Regulations (GDPR) at all times when asking for and handling our customer's information including:

- Personal data shall be processed fairly and lawfully
- Data is processed only for the purpose(s) for which it was collected
- Data is adequate, relevant and not excessive
- Data is not kept longer than necessary
- Data is kept secure against unauthorised access and loss or damage

Subscribers have the opportunity to un-subscribe from the 'Noticias' mailing list at any time.

Statement date: May 2018