

INFORMATION ON PROCESSING OF PERSONAL DATA IN CONNECTION WITH THE INTERNATIONAL EXCHANGE XIII UPPER SECONDARY SCHOOL OF GENERAL EDUCATION IN WROCLAW

Below we present information on how, for what purposes and to what extent we process personal data of a student who will for some period of time attend our facility in connection with international exchange.

WHO IS AN ADMINISTRATOR OF PERSONAL DATA?

The data administrator is the *XIII Upper Secondary School of General Education in Wrocław*, ul. Haukego-Bosaka 33-37, 50-447 Wrocław (hereinafter: We). You can contact our inspector of personal data protection at: inspektor@coreconsulting.pl.

HOW WE ACQUIRE PERSONAL DATA?

We collect all student's personal data from the educational institution to which he/she attends every day.

TO WHAT PURPOSE DO WE PROCESS YOUR PERSONAL DATA?

We process student's data to ensure that he/she may stay and study at our facility during international exchange.

TO WHAT EXTENT DO WE PROCESS YOUR PERSONAL DATA?

We process student's personal data in the following areas: name, date of birth, data from the passport or other identification document; names and surnames of the student's parents (if he/she is underage); address of the place of residence; contact e-mail address and phone number.

In addition, we process student personal data that has been acknowledged as relevant and for this reason passed to our institution, in particular about the state of health, diet and psychophysical development, in order to ensure adequate care, nutrition and educational methods during the stay in our facility.

USING THE IMAGE OF A STUDENT

On the basis of the General Data Protection Regulation (GDPR), in order to comply with educational law, we will use the student's image to make it available within the community of the School of Economic and Administration - on a table, in display cases, etc. within school perimeters. In this regard we will not ask for separate consent, because we operate in the area of public task execution and fulfillment of the obligation resulting from the law.

We point out that providing the image of pupils is a consequence of the education process, which in a broad sense may be referred to as fulfilling an educational mission, manifesting itself in shaping appropriate social attitudes, allowing the student to develop properly. The aim of the education system is, among others fulfilling the role of educational entity for children and youth, therefore, besides organizing didactic classes, the process of teaching students may take place by creating a sense of belonging to a given community, integration with the school environment, and thus, the individual educates in himself the right and desirable in this "Small community" attitudes that will positively affect the public perception in the future.

At the same time, if you decide that you do not want the pupil's image to be used in the above way and for the above purpose, we indicate that you have the right to object to such action to the address inspektor@coreconsulting.pl. For the purposes of accountability (Article 5 (2) of the GDPR), we will ask you to make such an objection in writing (e-mail form).

The above information does not apply to the publication of images on the Internet or on social media. We always ask for separate consent for such activities.

ON WHAT LEGAL BASIS WE PROCESS DATA?

We process student data on the following legal grounds:

- (1) public interest and the exercise of public authority - where we have the right and obligation to take specific actions in the interest of the local community, in this case providing public education, and
- (2) the obligation to provide health prevention, where we are obliged to process data regarding the health, diet and psychophysical development of the student.

HOW LONG DO WE PROCESS PERSONAL DATA?

We process personal data for the duration of international exchange. After their completion, we may process personal data for a period of 10 years from the end of the year in which the exchange took place.

WHO IS A RECIPIENT OF PERSONAL DATA?

We do not share your data or student data with any commercial entities.

However, you should know that student data can be shared with entities that provide services to our School whose services involve the right to access to data:

- a. companies that maintain and service our IT servers,

- b. companies serving us in the IT area, including servicing devices used by us in current operations,
- c. entities maintaining the software we use as part of our ongoing operations.

We provide each of these entities only data that is necessary to achieve a given goal.

Your personal data as part of our tasks in the area of public authority and public interest may be made available to other public administration units.

NA JAKIEJ PODSTAWIE PRAWNEJ PRZETWARZAMY DANE?

Dane ucznia przetwarzamy z powołaniem na:

- (1) interes publiczny i wykonywanie władzy publicznej – gdzie mamy prawo i obowiązek podejmować określone działania w interesie lokalnej społeczności, w tym przypadku zapewnienie edukacji publicznej, oraz
- (2) obowiązek zapewnienia profilaktyki zdrowotnej, tam gdzie jesteśmy zobowiązani do przetwarzania danych dotyczących zdrowia, diety i rozwoju psychofizycznego ucznia.

TRANSMISSION OF DATA TO THIRD COUNTRIES

XIII Upper Secondary School of General Education in Wrocław use IT solutions that have their servers in the USA - that is outside the territory of the European Union. The School of Economics and Administration team uses only solutions of those entities that belong to the Privacy Shield system, that is to the system under which individual entities are required to apply analogous data security rules, as determined by EU law.

WHAT RIGHTS DO YOU HAVE?

The personal data protection law gives you a number of rights that you can use at any time. Your rights include: (a) The right to access your personal data; (b) The right to correct data; (c) The right to limitation of data processing; (d) The right to request the deletion of data; (e) The right to transfer data to another data controller.

You also have the right to submit a complaint directly to the supervisory authority (from May 25, 2018 in Poland it is the Prezes Urzędu Ochrony Danych Osobowych, ul. Stawki 2, 00-193 Warszawa).

We would like to inform you separately that you also have the right to object to the processing of your personal data.

You can exercise your rights by contacting us at the e-mail address inspektor@coreconsulting.pl or by post mail to the address *XIII Upper Secondary School of General Education in Wrocław*, ul. Haukego-Bosaka 33-37, 50-447 Wrocław (POLAND).

