

Martin Murray's Think F.A.S.T Academy

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Data Sharing Policy

Effective from- January 2025

1. Purpose

The purpose of this Data Sharing Policy is to outline how Think F.A.S.T Academy (hereinafter referred to as "the Academy") collects, uses, shares, and protects data. This policy aims to ensure compliance with applicable laws and regulations while maintaining the trust and confidentiality of our students, staff, and stakeholders.

2. Scope

This policy applies to all data collected, processed, and shared by the Academy, including but not limited to personal information of students, staff, and parents, as well as academic performance data, attendance records, and financial information.

3. Data Collection

The Academy may collect the following types of data:

Personal Information:** Names, addresses, phone numbers, email addresses, and other identifying information.

Academic Data:** Grades, test scores, attendance records, and other educational performance metrics.

Financial Information:** Tuition payments, financial aid applications, and related documents.

Health Information:** Medical records and emergency contact information, as necessary for student welfare.

4. Data Use

The Academy may use collected data for the following purposes:

To provide educational services and support to students.

To communicate with students, parents, and staff.

To evaluate and improve educational programs and services.

To comply with legal and regulatory requirements.

5. Data Sharing

The Academy may share data with third parties under the following circumstances:

With Consent:** When explicit consent has been obtained from the individual or their legal guardian.

For Educational Purposes:** With educational partners, including but not limited to other schools, educational agencies, and service providers that assist in delivering educational services.

For Legal Compliance:** When required by law or in response to a valid legal request.

6. Data Protection

The Academy is committed to protecting the confidentiality and security of data.

Measures include:

Implementing technical and organizational safeguards to protect against unauthorized access, disclosure, alteration, or destruction of data.

Regularly training staff on data protection and privacy best practices.

Ensuring that third-party vendors comply with applicable data protection standards.

7. Data Retention

Data will be retained only for as long as necessary to fulfil the purposes outlined in this policy or as required by law. Upon expiration of the retention period, data will be securely disposed of.

8. Rights of Individuals

Individuals have the following rights regarding their personal data:

The right to access their data.

The right to correct inaccurate or incomplete data.

The right to request the deletion of their data, subject to legal obligations.

The right to withdraw consent where applicable.

9. Policy Review

This Data Sharing Policy will be reviewed annually and updated as necessary to reflect changes in laws, regulations, or Academy practices.

10. Contact Information

For questions or concerns regarding this Data Sharing Policy, please contact:

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