

Privacy Policy for the processing of personal data submitted by Language Assistants assigned to schools in the Region of Madrid

In adherence to the obligation to inform established in articles 12, 13 and 14 of the European General Data Protection Regulation 2016/679 (GDPR), the processing of personal data provided voluntarily by the Language Assistants assigned to schools in the Region of Madrid, and without which their participation in the Language Assistant Programme would not be possible, will be stated herein.

These policies may be subject to modification with the purpose of adapting them to legislative amendments, to jurisprudential criteria or to the Spanish Data Protection Agency, as well as to practices in the sector which may prove to be more suitable as they are implemented. Hence, any changes that take place will be announced in advance so as to allow users to have access to updated information.

1. Data controller

Consejería de Educación, Ciencia y Universidades:
Dirección General de Bilingüismo y Calidad de la Enseñanza. Registered office:
Calle Alcalá, 32 – 28014 Madrid
Data Protection contact: protecciondedatos.educacion@madrid.org

2. Where is your data stored and what will it be used for?

The data is registered in “Gestión administrativa del personal Auxiliar de Conversación en los centros educativos de la Comunidad de Madrid”.

The purpose of this data processing is to permit the management of the Language Assistants' collaboration, in their status as human resources, with the schools of the Region of Madrid, in exchange for which they will receive the corresponding stipend for board and lodging.

3. What is the basis for legitimizing the processing of this data?

Schools and the Educational Administration are authorized to collect and process personal data by the Organic Law of Education 2/2006 of May 3, and the European General Data Protection Regulation 2016/679 (GDPR), as well as by the 23rd additional provision of the Organic Law of Education 2/2006 of May 3, article 6.1, letter c): data processing necessary to fulfil a legal obligation on the part of the data controller, and letter e): data processing needed to fulfil a task carried out in the public interest or when exercising public authority conferred upon the data controller.

4. How do you exercise your rights? What are your rights once you provide your personal data?

If you wish, you can exercise your right to access, correct and delete data, as well as to refuse the processing of your personal data, or that it be limited. You can also request

the portability of your data, when applicable, as well as to not be the object of an individual decision based solely on automatic data handling, including the creation of profiles.

In accordance to Spanish Law 39/2015, the GDPR (EU) and the Spanish Organic Law 3/2018, you can exercise your rights by means of electronic registry or on-site registry. In either case, the reference “ejercicio de protección de datos” should be stated.

5. Data processing involving automatic decisions, including the creation of profiles with legal or relevant implications

Your data will not be subject to automatic processing or the creation of profiles.

6. How long will your personal data be kept?

Your data will be kept for the time required to meet the purpose they were collected for and to determine the possible liabilities that could derive from it and the processing of data.

7. Who will be the recipients of your data?

Organisms of the public sector responsible for educational, economic and fiscal matters.

8. You have the right to revoke consent to data processing at any given moment.

When consent has been given to process data, you have the right to revoke it at any time, and the legality of the data processed prior to the withdrawal of consent will not be affected.

9. You have the right to file a complaint with the corresponding Authority.

You have the right to file a complaint with the Spanish Data Protection Agency, <http://www.aepd.es>, if you do not agree with how your personal data is being processed.

10. Data categories subject to processing:

Name(s), surname(s), passport number/NIE, mailing address, email address, telephone number, signature, banking details.

11. Originating source of the data

The party concerned. The Ministry responsible for the area of Education and other international organisms.

12. Further Information

You will find further, more detailed information about prevailing legislation on data protection at the Spanish Data Protection Agency's website: <http://aepd.es>, as well as information regarding Data Controller Registration of Activities on the following link: www.comunidad.madrid/protecciondedatos.