

WELSH GOVERNMENT PRIVACY NOTICE FOR WELSH-MEDIUM CONVERSION PROGRAMME

The purpose of the Welsh-medium conversion programme is to provide training which will support the development of the skills of teachers who have gained Qualified Teacher Status (QTS) and expertise to teach in primary Welsh-medium or bilingual schools to convert to teach in Welsh-medium or bilingual secondary schools.

As part of the programme, individual teachers are required to undertake an application process.

The Welsh Government will be the data controller for the personal information you provide.

The information you provide on the application form will be processed by the Welsh Government. The legal basis we rely on to process your personal data is article 6(1)(e) of the General Data Protection Regulation (GDPR). This allows us to process the data as it is deemed necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller. We will use the information to ensure that your application fulfils the eligibility criteria for the programme and for recording and evaluating applications on the programme.

Your information will be shared securely with the programme's partner organisations, as listed below. They have been sub-contracted to provide a service for Welsh Government. The programme's partner organisations will use your information only for the purpose of ensuring that your application fulfils the criteria for the programme. The partner organisations are required to destroy all personal information collected and processed specifically for this programme, upon termination of the contract.

Programme's partner organisations are:

- Bangor University
- University of Wales Trinity Saint David
- Aberystwyth University
- Cardiff Metropolitan University
- University of South Wales
- Swansea University
- Welsh-medium and bilingual secondary schools

Your information will also be shared with a company, which will be sub-contracted by Welsh Government, for the purpose of evaluating the programme.

Welsh Government will retain your personal information for 7 years from the date of the acceptance letter issued to the successful applicant. Any unsuccessful applicants, your data will be kept for a maximum of three months following notification. In any event, following that period, hardcopy data will be shredded and electronic data deleted.

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Under the GDPR you have the right to:

- ✓ have access to the personal data that Welsh Government are processing about you
- ✓ require Welsh Government to rectify inaccuracies in that data
- ✓ (in some circumstances) to object to processing on grounds relating to your particular situation
- ✓ restrict processing (in some circumstances)
- ✓ lodge a complaint with the Information Commissioner who is the independent regulator for data protection.

For further information about the information which Welsh Governments holds and its use, or if you wish to exercise your rights under the GDPR, please contact:

Welsh-medium Conversion Programme Team on AthrawonCC.WMTeachers@gov.wales.

Alternative contacts, details below.

	Data Protection Officer	Information Commissioner's Office
Address:	Welsh Government Cathays Park CARDIFF CF10 3NQ	Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF
Telephone:		029 2067 8400 (Wales helpline) or 0303 123 1113 (UK helpline)
Email address/website:	Data.ProtectionOfficer@gov.wales	www.ico.gov.uk