

Global:Edge Privacy Notice

Date Reviewed: 01 July 2026

Next Review Due: July 2027

Approved by: Global:Edge Board of Directors

1. Who We Are

Global:Edge is a skills development and training organisation based in the UK, delivering education and training programmes in schools and communities around the world. We are committed to protecting your personal data and respecting your privacy.

Data Controller:

Global:Edge

Website: www.globaledge.org.uk

Data Protection Officer (DPO): Ryan Waters

Email: ryan@globaledge.org.uk | Phone: +44(0)7477929802

2. What Personal Data We Collect

Depending on your relationship with us (student, parent, school partner, staff, or contractor), we may collect:

- Name and contact details (address, phone number, email)
 - Date of birth and gender (for student participants)
 - Emergency contact information
 - Medical or accessibility information (only where necessary)
 - Educational or professional background (staff and contractors)
 - Financial details for payment or invoicing
 - Photographs or video footage (with consent)
 - Feedback, evaluations, and testimonials
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3. Why We Collect Your Data

We use your personal data to:

- Deliver our training and educational programmes
- Comply with legal and safeguarding obligations
- Communicate with schools, parents, and participants

- Process payments or invoices
 - Maintain accurate employment or contractor records
 - Improve our services through monitoring and evaluation
 - Use testimonials, images, or success stories (only with your consent)
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4. Lawful Basis for Processing

We process your personal data on one or more of the following legal bases:

- Consent (for marketing or optional data)
 - Contractual necessity (to fulfil agreements)
 - Legal obligation (for safeguarding or regulatory requirements)
 - Legitimate interests (to deliver services and improve operations)
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5. How We Store and Protect Your Data

We take security very seriously and use appropriate technical and organisational measures to protect your data:

- Encrypted digital storage
- Password-protected systems and devices
- Secure paper storage (when applicable)
- Staff trained in data protection and confidentiality

We will only keep your data for as long as necessary, following our retention schedule.

6. Sharing Your Data

We will only share your data with:

- Partner schools and organisations (if relevant to the delivery of our services)
- Regulatory or safeguarding authorities (if required)
- Professional advisors (legal or financial)
- We never sell or share data for marketing purposes without consent.

If we transfer data internationally, we ensure appropriate safeguards are in place.

7. Your Rights

Under data protection law, you have the right to:

- Request access to the personal data we hold about you
- Ask us to correct inaccurate data
- Request that we delete your data (subject to legal requirements)
- Object to or restrict certain types of data processing
- Withdraw consent at any time (where consent is the basis for processing)

To exercise your rights, please contact our Data Protection Officer:

Data Protection Officer (DPO): Ryan Waters

Email: ryan@globaledge.org.uk | Phone: +44(0)7477929802

8. Complaints

If you are concerned about how we handle your data, please contact our DPO first.

You also have the right to lodge a complaint with the UK Information Commissioner's Office (ICO):

- Website: www.ico.org.uk
 - Helpline: 0303 123 1113
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9. Updates to This Notice

We may update this privacy notice from time to time. The most recent version will always be available on our website or by request.

— End of Policy —