Privacy Notice for Processing of Data for Coaching of School Staff (Teaching)

Purpose

The purposes for which the Department processes this data are:

(1) Processing of Principals, Deputy Principals and Teachers for participation in the Coaching scheme
(2) Verification of Principals, Deputy Principals and teachers attending Coaching sessions
(3) Auditing of expenditure

Legal basis

The legal basis for item 1 above is: Contract (Article 6(b))
The legal basis for item 2 above is: Section 7(1)(c) of the Education Act 1998 (Article 6(1)(e))
The legal basis for item 3 above is: Comptroller and Auditor-General (Amendment) Act, 1993 (Article 6(1) (b))

Categories of data subject

School Staff (Teaching)

- School Principals
- Deputy Principals
- Teachers (for Team Coaching)

Coach

Categories of personal data

School Staff

- Name
- Contact Details
- Teaching Council Number
- School Name
- School Roll Number

Coach

- Coach Name

Further Processing

Where the Department intends to further process your data or that for a purpose other than the purpose listed above, the Department will provide you prior to that further processing with information on that other purpose and with any relevant further information on the processing activity and your data protection rights.

Recipients of the data

Not applicable

Data Processor

Ten coaching companies, (acting as data processors) were selected following a tendering process and are providing coaching services to the school staff (teaching) as indicated in the RFT. This data is used for the purposes of contacting and verifying that Principals or deputy Principals have attended coaching sessions and for billing purposes.

The coaching companies are:

- Career Decisions Ireland Ltd
- C Zone Coaching
- Distinctions Coaching
- Taylor Clarke Partnership
- Inspire Knowledge & Leadership
- RDC Consortium
- Lord Associates
- RED Business and Executive Coaching Ltd
- Smurfit Team Coaches
- JNG Associates

Storage period

The data will be retained for a period up to 7 years following the ending of the coaching relationship with the School Principal, Deputy Principal or Teacher availing of the one to one and team coaching service

Third Country

None of the data will be transferred to a country outside of the European Economic Area i.e. the EU and Norway, Iceland and Liechtenstein

Data Subject Rights

Please follow the https://www.dataprotection.ie/docs/Accessing-Your-Personal-Information/r/14.htm for information on your right to access your data. If you wish to access data held by the Department please send your access request with the relevant form completed to the Department of Education, Data Protection Unit, Athlone, Co. Westmeath

You may also exercise your right to correct your data, seek to restrict how it may be processed or object to how it may be processed. Your data will not be used for automated decision-making or profiling, see https://www.dataprotection.ie/en/individuals/rights-individuals-under-general-data-protection-regulation

While you have a right to have your data deleted the Department may not be able to agree to your request if it is less than 10 years since you submitted your application under this scheme. The Department may not be able to agree to your request for deletion also where your data is subject to the National Archives Act and no order has been made to dispose of the this category of data under that Act, see https://www.nationalarchives.ie/wp-content/uploads/2019/03/20190309Guidance-Note_GDPR_V4.pdf .

You have the right to lodge a complaint with the Data Protection Commissioner, please see www.dataprotection.ie

Further Information

Further information on how this scheme operates is available at www.cslireland.ie

Last updated March 23rd 2021

Contact Details

The Department of Education is the data controller for the processing of your data. If you have any query in respect of this you may contact Teacher Education Section or e-mail TES@education.gov.ie or by post to Teacher Education Section, Department of Education and Skills, Cornamaddy, Athlone, Co Westmeath, N37 X659

The Department's Data Protection Officer may be contacted by sending an e-mail to dpo@education.gov.ie or by post to Department of Education, Data Protection Unit, Athlone, Co. Westmeath, N37 X659