



From mountain to sea

Privacy Notice

The Data Controller of the information being collected is Aberdeenshire Council.

The Data Protection Officer can be contacted at Town House, 34 Low Street, Banff, AB45 1AY.

Email: dataprotection@aberdeenshire.gov.uk

Your information is being collected to use for the following purposes:

- To issue a season ticket for bus travel to/from school.

Your information is being collected by Aberdeenshire Council

The Legal Basis for collecting the information is:

Performance of a contract

Where the Legal Basis for processing is either Performance of a Contract or Legal Obligation, please note the following consequences of failure to provide the information:

A season ticket for school transport will not be provided.

Your information will be shared with the following recipients or categories of recipient:

- Your child's school (pupil's name and address)
- The bus operator (pupil's name and address) – to assist in the provision of the transport service
- Data Images Software Solutions Ltd (pupil name) – to print a season ticket
- Aberdeenshire Council Revenues Team for the collection of payment, and if appropriate the Council's appointed Sherriff Officers in the case of non-payment
- Aberdeenshire Council's Benefits Team - to verify entitlement to a Clothing Grant if applicable so that a discounted charge can be applied.

Your information will be transferred to or stored in the following countries and the following safeguards are in place:

Not applicable



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The retention period for the data is:

7 years from the final year of transport provision

The following automated decision-making, including profiling, will be undertaken:

Not applicable

Please note that you have the following rights:

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office (after raising the issue with the Data Protection Officer first);
- to request access to your personal data;
- to object, where the legal basis specified above is:
 - (i) Performance of a Public Task; or
 - (ii) Legitimate Interests.
- to data portability, where the legal basis specified above is:
 - (i) Consent; or
 - (ii) Performance of a Contract;
- to request rectification or erasure of your personal data, as so far as the legislation permits.

