



From mountain to sea

# Privacy Notice – Tea Towel Printing

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](mailto:dataprotection@aberdeenshire.gov.uk)

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

- Print pupil drawings, first name and class on Tea Towels for fund raising activities

Your information is:

Being collected by Aberdeenshire Council

- Name
- Class
- Hand drawn picture

The Legal Basis for collecting the information is:

Personal Data		Special categories of personal data	
Consent	x	The data subject has given explicit <b>consent</b> to the processing	

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

Printing Company

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

N/A

The retention period for the data is:

Deleted once order completed



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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.



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Where the Legal Basis for processing is Consent, please confirm that you have been provided:

- why your information is being collected;
- the purposes for your information being collected;
- full information about the intended processing;
- details of any sharing of your information;
- the applicable retention period;
- details of your rights.

I understand that I have the right to withdraw this consent at any time by contacting

[education@aberdeenshire.gov.uk](mailto:education@aberdeenshire.gov.uk)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature