



Education Saves Lives – Privacy Notice

Last updated: 01/07/2026

Introduction

This Privacy Notice explains when and why Education Saves Lives ("we", "us") collects personal information, how we use it, the conditions under which we may disclose it to others, and how we keep it secure. It also explains your rights under UK data protection law and how to exercise them. This Notice applies to our clients, human resources, and our fundraising and marketing activities.

Who We Are

Education Saves Lives is a registered charity. For the activities described in this Notice, Education Saves Lives generally acts as a data controller.

Contact Information, Queries and Complaints

If you have questions about this Privacy Notice or how we process your personal data, or if you wish to exercise your rights, please contact our Data Protection Lead:

- Email: enquiries@educationsaveslives.org
- Postal address: PO Box 4040 Leamington Spa CV32 5YJ
- Telephone: 01926 422711

What Personal Data We Collect and Why

The data we collect and how we use it depends on your relationship with us. Please see the appendices for details:

- Appendix 1 – [Services](#)
- Appendix 2 – [Human Resources \(employees, volunteers, contractors\)](#)
- Appendix 3 – [Fundraising and Marketing](#)
- Appendix 4 - [Complaints Procedure](#)

Your Rights

Under UK data protection law, you have the following rights. Some rights are subject to limitations (for example, safeguarding or legal obligations) and may not always apply. If we cannot fulfil a request, we will explain why.

- Right to be informed – to know how your data is used.
- Right of access – to request a copy of your personal data.
- Right to rectification – to correct inaccurate or incomplete data.
- Right to erasure – to request deletion where legally permitted.
- Right to restrict processing – to limit how we use your data in certain circumstances.
- Right to data portability – to receive certain data in a structured, machine-readable format.
- Right to object – to processing based on legitimate interests or for direct marketing.
- Rights around automated decision-making – we do not make decisions that produce legal or similarly significant effects solely by automated means.
- Right to complain- to complain against any of our activities.

International Data Transfers

Where personal data is transferred outside the UK, we put in place appropriate safeguards such as the UK International Data Transfer Agreement (IDTA) or the UK Addendum to the EU Standard Contractual Clauses, and we perform transfer risk assessments where required.

How Long We Keep Your Data

We retain personal data only for as long as necessary to fulfil the purposes set out in this Notice and to meet legal, regulatory, contractual and funder requirements. Specific retention periods are set out in Education Saves Live's Retention Schedule and may vary by project (for example, safeguarding records or research evaluation data). We will provide further information on request.

How We Protect Your Data

We use appropriate technical and organisational measures to protect personal data, including access controls, encryption in transit and at rest (where appropriate), data minimisation, secure deletion, staff training, confidentiality agreements, and vendor due diligence. We regularly review and improve these measures.

Changes to This Notice

We review this Privacy Notice regularly. Significant changes will be communicated directly or via a notice on our website.

Appendix 1 – Services

This appendix covers how Education Saves Lives uses personal data to deliver services.

Education Saves Lives creates and provides interactive lessons to help vulnerable communities learn about health and safety. Education Saves Lives collaborates with health authorities, community groups, street children's societies, health clinics, faith groups, schools and individuals to provide our lessons online or via DVDs and USBs.

What Personal Data We Collect

We only collect the minimum data necessary for each purpose. Depending on the activity, we may collect:

- Identity and contact data – name, email address, address, telephone number
- Organisation/Company information – name of org/company, address, org/company telephone number, org/company email address
- Research and evaluation data – interviews, surveys, and recordings (audio/video) with appropriate notices and permissions.

Where We Get Your Data From

We get your information from limited sources such as:

- Directly from you

How We Use Your Data

We use your information for limited purposes, some of which include:

- To manage enquiries and provide information about available services
- To process requests and provide lesson DVDS/USBs
- To evaluate and improve our service, including independent evaluations commissioned by funders.
- To carry out research and insight projects with appropriate ethical safeguards.

Our Lawful Bases (Article 6 UK GDPR)

To comply with the UK GDPR, we rely on a lawful basis to process your personal data

- We rely on legitimate Interests when we respond to your enquiries and to process and administer lesson requests.
- We rely on vital interests for safeguarding, where processing is necessary to protect someone's life or prevent serious harm.
- Consent is relied upon for optional activities such as certain participation opportunities, recordings/photography, case studies, surveys or where required by law for specific communications.

Special Category Data (Article 9 UK GDPR)

Where we process special category data (e.g., health, ethnicity, beliefs, sexuality) or criminal offence data, we do so only where strictly necessary and with additional safeguards. Our typical conditions include:

- We rely on substantial public interest for safeguarding children and individuals at risk
- Vital interests is relied upon where the individual is incapable of giving consent and processing is necessary to protect life.

Who We Share Data With (Services)

We will never share your data unless it is for a legitimate reason, some of which may include:

- Delivery partners and subcontractors working with us on a project, under data sharing or processing agreements, based on legitimate interest/ consent
- In instances of safeguarding, we will share your information with Authorities on the basis of legitimate interest

Research and Evaluation Ethics

We apply proportionate ethical review and safeguarding measures for research and evaluation. Participation materials explain what data we collect, why, how long we keep it, and your rights. We prefer pseudonymised or anonymised data for reporting wherever possible.

Appendix 2 – Human Resources

This appendix explains how we process personal data for job applicants, employees, workers, contractors, consultants and volunteers, or trustees.

How We Collect Your Information

We process your information when you apply for a position with Education Saves Lives, and such information is received from the following sources:

- Directly from you during recruitment and onboarding, and during your engagement with us.
- From agencies and referees (with your knowledge).
- From pre-employment screening such as right-to-work.
- From internal systems (e.g., HR, payroll, learning and development).

What Personal Data We Collect

We may collect the following information about you for our engagement:

- Personal details and contact information.
- Application, CV and interview information; references; employment history and qualifications.
- Contract terms, job role, pay/fees, benefits, working time, leave and absence, performance and supervision records, disciplinary and grievance records, training records.
- Next of kin and emergency contacts.
- Right to work, and other compliance records.
- Special category data (where necessary) – health/occupational health information (e.g., reasonable adjustments), and equality, diversity and inclusion data provided voluntarily.

How We Use HR Data (Purposes and Lawful Bases)

We only use your information to fulfill our employment obligations, which include:

- We rely on contractual obligation to process your information as a staff member, volunteer or trustee or legitimate interest to process any information for unsuccessful job applicants, volunteers or trustees.
- We also rely on legal obligation to meet our employment obligations such as sharing information with HMRC, as well as processing right-to-work information about health and safety.
- To manage performance, supervision, learning and development, security and IT systems, we rely on legitimate interests.
- We may also rely on substantial public interest for equal opportunities monitoring, or employment and social security for any reasonable adjustment related information

Who We Share Your Data With

We will only share your data wherever necessary, such as with:

- Payroll, pension, HR and benefits providers (processors).
- Regulators and statutory bodies (e.g., HMRC, Home Office).
- Occupational health and wellbeing providers.
- IT service providers.
- Professional advisers and insurers where necessary.

Appendix 3 – Fundraising and Marketing

This appendix explains how we process personal data for fundraising and marketing, including individual giving, major donors, corporate partnerships, trusts and foundations, events, and supporter communications.

What We Collect

We may collect the following information about you:

- Identity and contact data; communication preferences.
- Donation history, Gift Aid status, event registrations and attendance.
- Engagement information (e.g., email opens/clicks), where permitted.
- For major donor/corporate fundraising: publicly available information (e.g., from Companies House, the Charity Commission, press and your organisation's website) to understand interests and align opportunities, in line with Legitimate Interests and your rights.
- Payment information processed securely by our payment service providers; we do not store full card details.

How We Use Supporter Data

We use your information for limited purposes, some of which include:

- To process and acknowledge donations and manage Gift Aid.
- To manage events and volunteering opportunities.
- To send you marketing about our work and ways to support us, in line with your preferences and PECR.
- To develop supporter relationships, including segmentation and profiling to tailor messages, under Legitimate Interests; you can object at any time.
- To comply with legal and regulatory requirements and prevent fraud.

Lawful Bases (Fundraising & Marketing)

We may collect and process personal information under the following lawful bases:

- We rely on consent for email marketing to individuals where required by PECR.
- Legitimate Interests is relied upon for postal marketing, or soft opt-in related email communications when you have expressed an interest
- We rely on contractual obligation to administer benefits you have asked for.
- Legal Obligation is relied upon for processing Gift Aid and financial record-keeping.

Who We Share Supporter Data With

- Payment processors and fundraising platforms (as independent controllers).
- Regulators (e.g., HMRC for Gift Aid) and auditors where required by law.
- Event partners and venues where necessary for attendance and safety.

Appendix 4: Complaints Process

If you are unhappy with how we handle your personal data, you have the right to raise a complaint with us.

You can contact us by:

- Email: enquiries@educationsaveslives.org

Please provide:

- Your name and contact details
- A clear description of your concern
- Any relevant dates or reference numbers

What Happens Next?

1. We will acknowledge your complaint within 30 days of receiving it.
2. We will investigate your concerns.
3. We may contact you if we need further information.
4. We will respond as soon as possible and without undue delay.

Our response will explain:

- What we have found
- Whether any action has been taken
- What happens next

If You Are Not Satisfied

If you remain unhappy with our response, you have the right to complain to the Information Commissioner's Office (ICO):

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Telephone: 0303 123 1113

Website: <https://ico.org.uk>

Accessibility

If you require this information in an alternative format, please contact us and we will be happy to assist.