



## **Privacy Policy (GDPR)**

We at The Tanto International School are responsible for your personal integrity. This data protection policy explains how we collect and use personal data.

### **The policy refers to:**

The Tanto International School Flintbacken 20 118 42 Stockholm

Orgn: 556601-8205

Website Data Protection Officer: Rob Cameron

With privacy and data protection issues, please contact him at [tantoschool@me.com](mailto:tantoschool@me.com)

### **Background:**

In order to offer you our services, we need to process your personal information as below.

We do this with the utmost account of your integrity. Our website is primarily used as an information and marketing channel for new and existing students at our school. In connection with a visit to this, different information is stored about your personal identity.

### **The privacy policy explains the following:**

- What information we collect and why.
- How we use the information in question.
- What choices you have, for example regarding access to and update of information.

### **Personal Data for Feedback**

Through contact form and email, you as a website visitor fill in relevant information to enable us to complete the application to the school or answer questions about our services.

### **Device Information**

We collect information about the specific device used (such as hardware model, operating system version, and unique device ID). This gives you a better user experience. Google AnalyticsData to Google Analytics that allows us to track visitors' choices and measure site performance. This data is saved via 4 different cookies (see section below)

### **Cookies**

A cookie is a small text file stored on your computer to improve the user's website, for example, to customize a site according to the visitor's wishes and choices. A permanent cookie remains on the visitor's computer for a certain amount of time. A session cookie is stored temporarily in the computer's memory while a visitor is on a web page. Session cookies disappear when you close your browser. We save both permanent cookies and session cookies.

Do you want to know exactly which cookies we are saving? Find them here. You can choose to disable the use of cookies in your browser. Click your browser below for more information. However, note that some of the services we provide can only be used if you accept cookies. Google Chrome, Microsoft Windows Explorer & Mozilla Firefox



## **Storage & Handling**

The Tanto International School handles personal information on servers provided by City Networks AB in Karlskrona. The website is produced by the web agency INKA Interactive. If we want to use information for a purpose other than those described in this Privacy Policy, we will ask you first for your consent. We save data as long as it is necessary to meet the purpose for which the data was collected, or to fulfill our commitments and as long as required by statutory storage times, especially as regards accounting requirements. We make continuous efforts in our systems to remove old personal information that is no longer relevant. (See section on Information Security)

## **Information Security**

We work hard to protect our customers and visitors from unauthorized access, modification, disclosure or destruction of information we administer.

## **Specific Safety Precautions:**

- We encrypt our website with SSL.
- We review our procedures for collecting, storing and processing data, including physical security measures, in order to protect against unauthorized access to systems.
- We regularly discard old personal data that are no longer relevant, eg. pictures on the website. If you have left school and wish your photo to be deleted please let us know and we will remove. Permission is given by parents who have photos of children on our website when they join the school.

## **Your Rights of Access, Rectification and Deletion**

If you would like to contact us about your personal information, email us at: [tantoschool@me.com](mailto:tantoschool@me.com)  
Right to access your data: You are entitled to request a copy of the information The Tanto International School has about you and verifying this information.

## **Right to Rectification**

You are entitled to correct incorrect or incomplete information about yourself.

## **Right to be Deleted**

You have the right to request the deletion of your personal data for cases where the data is no longer necessary for the purpose for which it was collected. However, there may be legal obligations that prevent us from immediately deleting parts of the data. These obligations may come from accounting and tax legislation. What we do then is to block the data we are required to save, from being used for purposes other than fulfilling such legal obligations.

## **Other Questions**

If you would like to contact us about your personal information, email us at: [tantoschool@me.com](mailto:tantoschool@me.com)