



## INFORMATION ON THE PROCESSING OF THE PERSONAL DATA ON THE BISB PREMISES

**Súkromná spojená škola British International School**, with its registered office at J.Valaštana Dolinského 1, 841 02 Bratislava, Slovak Republic, ID No.: 30 795 371, VAT No.: 202 187 1610 (hereinafter referred to as "**BISB**"), processes as a controller the personal data of natural persons entering its premises and the immediately adjacent publicly accessible areas (hereinafter referred to as the "**premises**"), in accordance with Regulation No. 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (hereinafter referred to as "**GDPR**") and Act No. 18/2018 Coll. on the protection of personal data (hereinafter referred to as the "**Act**").



### Initial record of visits

**Purpose of processing:** Protection of the legitimate interests of BISB and/or third parties, in particular:

- a) protection of property, security and order on the premises,
- b) protection of the life and health of persons on the premises (including students, teachers, contractors, and others); and
- c) demonstrable familiarisation of entering persons (visitors) with the risks and rules for entering and moving around the premises.



**The legal basis** for the processing is Article 6(1)(c) GDPR and Section 13(1)(c) of the Act (*Section 152 of Act No. 245/2008 Coll. on Education and Training (Education Act), as amended*) and Article 6(1)(f) GDPR and Section 13(1)(f) of the Act (*legitimate interests of BISB and/or third parties*).



**Personal data processed:** name, surname, signature of the person and date and time of arrival and departure



**Period of processing personal data:** 5 years.

If a security incident is detected, personal data may be processed pending its investigation or for the duration of criminal, administrative or judicial proceedings.



### CCTV system


**Purpose of processing:** Protection of the legitimate interests of BISB and/or third parties, in particular:


- a) protection of property, security and order on the premises (crime prevention),
- b) protection of life and health of persons on premises (including students, teachers, contractors and others),
- c) checking the length of evacuation during fire drills within a given time interval,
- d) production of records in litigation, administrative and other proceedings,
- e) use of records in asserting and protecting the property and other claims of BISB, students, teachers, and other persons recorded on premises,
- f) the provision of records to public authorities on the basis of their request based on

the provisions of the relevant legislation or on the basis of the BISB's obligation arising directly from the relevant legislation.

**The legal basis** for the processing is Article 6(1)(c) GDPR and Section 13(1)(c) of the Act (*Section 152 of Act No. 245/2008 Coll. on Education and Training (Education Act), as amended*) and Article 6(1)(f) GDPR and Section 13(1)(f) of the Act (*legitimate interests of BISB and/or third parties*).

 **Personal data processed: CCTV** video recordings

 **Period of processing personal data:** maximum 14 days. In the event that a security incident is detected, personal data may be processed pending its investigation or, where applicable, during legal proceedings.

 Please contact our Data Protection Officer at BISB with your questions regarding the processing and protection of personal data, telephone: **+421 02 6930 7081**, email: [pdp@bisb.sk](mailto:pdp@bisb.sk)

**Recipients of personal data:** In accordance with generally binding legal regulations, we are entitled to provide your personal data to the Police of the Slovak Republic and/or the Municipal Police for the purpose of investigating security incidents that occur in the monitored area. Furthermore, we are entitled to disclose personal data to intermediaries we use to ensure security within the premises/building management.

**Your rights:** In connection with the processing of your personal data, you have the right to access your personal data (see Article 15 GDPR and Section 21 of the Act), to rectification or erasure of your personal data (see Article 16 or Article 17 GDPR and Section 22 or Section 23 of the Act), the right to restrict processing (see Article 18 GDPR and Section 24 of the Act). Furthermore, you have the right to object to processing (see Art. 21 GDPR and Section 27 of the Act). However, the exercise of these rights may be subject to certain exceptions and therefore may not be possible in all situations. If you exercise your rights and your request is found to be justified, we will take the required measures without undue delay, at the latest within one month (in justified cases, this period may be extended by up to two additional months).

**Transfer and voluntary disclosure:** Your personal data is not subject to transfer to third countries outside the EU/EEA. The provision of personal data is not a legal or contractual requirement. By entering BISB monitored premises, you acknowledge that we will collect personal data about you. If you do not consent to the processing of your personal data, please avoid the monitored areas.

**Right to lodge a complaint:** If you believe that your personal data is being processed in breach of the law, please contact BISB to seek redress. If your request is found to be justified, we will promptly rectify the defective situation. This is without prejudice to your ability to lodge a complaint directly with the Slovak Data Protection Authority (<https://dataprotection.gov.sk/uouu/>).