

Privacy Notice

Threshold Education maintains a strict policy of client and tutor confidentiality and we are committed to protecting and safeguarding your personal data. As part of this commitment this policy aligns with the General Data Protection Regulation (GDPR). This policy relates to all information you provide to Threshold Education and all data that Threshold Education holds in relation to your use of the site. It supplements and is in addition to the Terms and Conditions and should be read in conjunction with them.

What do we collect? In line with data protection laws, we are only able to process personal data where we have a valid reason to do so.

Registration and student details (for Clients): This includes details such as your name, email address, address, telephone number, your child's name, your child's school year and your child's educational background.

Details (for Tutors): Name, telephone number, email address and details of relevant teaching/tutoring experience. We may also store your bank details for the purpose of making payments to you for work done through Threshold Education.

What do we do with your information? We will use your personal data to fulfil tutoring requests, meet our contractual obligations, and deliver a high quality service to clients and tutors

Sharing information with third parties

Clients: After clients have registered with us we will share the broad requirements of the assignment on an anonymous basis with our tutor pool so that relevant tutors can apply for the job. If a tutor applies for a job, Threshold Education may send a link to that tutor's profile to the client. If a client chooses to proceed with a tutor we will pass on the specific registration and student details to the tutor so that the tutor knows where the tutoring will happen, so that the tutor can prepare for the assignment and the tutor can contact the client to arrange lessons. Other than sharing information with our tutor pool on the basis outlined above we will keep your personal information confidential within our group of companies and not pass it on to any 3rd parties unless we are required to do so by law.

Tutors: The information that you provide to Threshold Education forms the basis of a tutor profile. This includes the following information: a photograph, the subjects that you teach, your teaching experience, personal biography, your personal teaching approach, and testimonials. This profile will be published on our website. You can request at any time to remove your profile from the Threshold Education website. Threshold Education may share your profile with prospective clients. We will pass on your contact details to clients for jobs that you have applied for or for jobs that you have expressed an interest in. Other than sharing information with our clients on the basis outlined above we will keep your personal information confidential within our group of companies and not pass it on to any 3rd parties unless we are required to do so by law.

How do we keep your information safe? We take reasonable steps to ensure that your information is kept safe and will endeavour to protect it from unauthorised access. Your information will only be kept for a commercially reasonable period of time for the purposes stated above.

Cookies

We occasionally issue session cookies when strictly necessary for the operation of the website (such as logging into our member account area). These cookies do not hold any personal information. You can find out more about what cookies are, how to control them and delete them here. Google Analytics and third party services such as Google Maps, Twitter and Facebook may issue cookies. Further information on Google Analytics and Privacy can be found here. You are welcome to opt-out of receiving cookies from us or third parties services at any time using the settings in your browser.

Retention Periods

We shall retain your data only for as long as necessary in accordance with applicable laws.

Clients: We will keep your personal data whilst you are an active client of Threshold Education. If you do not receive any services for a period of 8 years your data will be deleted.

Tutors: For tutors who join Threshold Education as an employee or self-employed freelancer we will retain your data for up to 8 years.

Tutor Applications: We retain tutor applications for 8 years.

Right to be Forgotten

You have the right to object to our use of your personal data and to ask us to delete it if there is no need for us to keep it. This is known as your right to be forgotten. Please inform us if you think we are retaining or using your personal data incorrectly. If you wish for us to delete any data we hold about you, please inform us in writing and we will delete your data within 3 working days, unless there is a legal reason why we are not allowed to do so.

Access to your data

You have the right to request a copy of all personal information that we hold about you at no cost. We will also correct any inaccuracies in your information at your request.

Email tracking and Newsletters

Our newsletters employ tracking so that we can monitor at an individual level whether a recipient has opened the email and what content they have clicked on. We only send our newsletter to recipients where there is a legitimate interest to do so. This includes sending emails giving details of relevant events and courses and updates to individuals who have subscribed via our website or who are registered clients. Recipients are able to easily unsubscribe from the newsletter if they wish.

Third party sites

We link to a number of other websites on our site. We are not responsible in any way for the privacy policies of these sites nor for the way in which they may use the information they collect about you.

Changes to this policy

This policy may be changed or amended at our absolute discretion, so you should review it from time to time so you are aware of any changes. Any changes will be posted on the Website.

Contact

If you have any questions, please contact us using the details on the contact page.