

# Stirling Council

## Privacy Notice

Find out how Stirling Council uses personal data by checking the Council's website at the following address:

<https://www.stirling.gov.uk/council-democracy/access-to-information/data-protection/>

Our website contains a Register of Data Processing which lists all the different ways in which the Council uses personal data.

This Privacy Notice provides more information about just one of those processes.

<b>Title of Process</b>	<b>Use of Glow for Digital Learning and Teaching</b>
<b>Why does the Council process personal data?</b>	Glow is Scotland's nationally available digital environment and can support learning across the whole curriculum. Glow is not just one place or platform, instead it offers a username and password that gives access to a number of different web services.
<b>What personal data is used?</b>	Names, Date of birth, Year group, School/Nursery, Email addresses, MIS identifier, pupil/teacher identifiers.
<b>What makes it lawful for the Council to process this personal data?</b>	Article 6(1)(e) Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.
<b>Where does the Council obtain personal data from?</b>	Stirling Council obtains your data from The Scottish Government (SEEMiS).
<b>Where does the Council keep personal data?</b>	Data is taken from SEEMiS to create a Glow account. This data is then held on Glow. Further information about this can be found on the Glow <a href="#">Privacy Policy</a>
<b>How long does the Council keep personal data?</b>	Your data will be deleted after 9 months after the account is deactivated.
<b>Who does the Council share personal data with?</b>	Your personal data will be treated as strictly confidential. Other Glow users will be able to see some data (not including home email addresses, dates of birth

	or MIS identifiers). Education Scotland will have access to all of the data provided.
<b>Who do I contact about my personal data?</b>	<p>The Council has a Data Protection Officer to make sure it is complying with data protection laws.</p> <p>They can be contacted at: Data Protection Officer, Stirling Council, Teith House, Kerse Road, Stirling FK7 7QA Email: <a href="mailto:dataprotection@stirling.gov.uk">dataprotection@stirling.gov.uk</a> Telephone: 01786 404040</p>