Privacy Policy – Jonathan Pain Tutoring

1. Data Controller

Jonathan Pain (info@jonathanpaintutoring.co.uk) is the Data Controller for the purposes of UK GDPR.

2. Personal Data Collected

We collect names, addresses, email addresses, telephone numbers, academic information relevant to tuition, and records of communication. Where students are under 18, parental/guardian details are also collected.

3. Lawful Basis for Processing

We process personal data under the lawful bases of:

• Contract – to deliver agreed tutoring services.

• Legitimate Interests – for administration and communication.

• Consent – where required (e.g. marketing communications).

4. Purpose of Processing

Personal data is used solely for:

• Delivering tutoring services

• Communicating with students and parents

• Maintaining educational records

• Fulfilling legal and financial obligations

5. Data Sharing

We do not sell personal data. Data may be processed using secure third■party services such as Microsoft 365, online meeting platforms, payment providers, and secure communication tools, all of which operate under GDPR-compliant agreements.

6. Data Retention

Client records are retained for up to 6 years after tuition ends for legal and accounting purposes, after which they are securely deleted.

7. Data Security

Data is stored on password-protected devices and secure cloud systems with restricted access. Reasonable technical and organisational measures are in place to safeguard personal information.

8. Children’s Data

We process children’s data only for educational purposes and with parental/guardian knowledge and consent where required.

9. Your Rights

Under UK GDPR you have the right to:

• Access your data

• Request correction of inaccurate data

• Request deletion (where legally permissible)

• Restrict processing

• Lodge a complaint with the Information Commissioner’s Office (ICO)

10. Complaints

If you are dissatisfied with how your data is handled, you may contact the ICO at www.ico.org.uk.

11. Cookies & Website Data

Our website may collect information submitted via contact forms and may use standard website cookies or analytics tools. Users can adjust browser settings to control cookies.