



## Register of data controllers

### Entry details

**Organisation name** : PARTRIDGE & PARTRIDGE CONSULTANCY LIMITED

**Registration reference** : ZA338831

**Date registered** : 10 April 2018

**Registration expires** : 09 April 2019

### Organisation Address

101  
Columbine Road  
Ely  
Cambridgeshire  
CB6 3WL

**Companies House registration number:** 09177213

### Trading names

Mindful Piano

### Customer enquiry contact details

Piano Teacher  
101  
Columbine Road  
Ely  
Cambridgeshire  
CB6 3WL  
Email address: brianpartridge@uwclub.net

### Nature of work description

Nature of work - Home Tutor

### Description of processing

The following is a broad description of the way this organisation/data controller processes personal information. To understand how your own personal information is processed you may need to refer to any personal communications you have

received, check any privacy notices the organisation has provided or contact the organisation to ask about your personal circumstances.

#### Reasons/purposes for processing information

We process personal information to enable us to provide home tuition to clients, to promote our services, to maintain our own accounts and records and to support and manage our employees.

#### Type/classes of information processed

We process information relevant to the above reasons/purposes. This information may include:

- personal details
- family, lifestyle and social circumstances
- goods and services
- financial details
- education details
- employment details

We also process sensitive classes of information that may include:

- physical or mental health details
- racial or ethnic origin
- religious or other beliefs of a similar nature

#### Who the information is processed about

We process personal information about our:

- clients
- teachers and trainers
- students and pupils
- professional advisers and employees

#### Who the information may be shared with

We sometimes need to share the personal information we process with the individual themselves and also with other organisations. Where this is necessary we are required to comply with all aspects of the Data Protection Act (DPA). What follows is a description of the types of organisations we may need to share some of the personal information we process with for one or more reasons.

Where necessary or required we share information with:

- educators and examining bodies
- current, past and prospective employers
- family, associates, representatives of the person whose personal data we are processing
- central government
- service providers

#### CCTV for crime prevention

CCTV is used for maintaining the security of property and premises and for preventing and investigating crime, it may also be used to monitor staff when carrying out work duties. For these reasons the information processed may include visual images, personal appearance and behaviours. This information may be about staff, customers and clients, offenders and suspected offenders, members of the public and those inside, entering or in the immediate vicinity of the area under surveillance. Where necessary or required this information is shared with the data subjects themselves, employees and agents, services providers, police forces, security organisations and persons making an enquiry.

#### Transfers

It may sometimes be necessary to transfer personal information overseas. When this is needed information is only shared within the European Economic Area (EEA). Any transfers made will be in full compliance with all aspects of the data protection act.

**End of Report**