

Data protection statement in accordance with Article 13 of the General Data Protection Regulation (GDPR)

We would like to inform you below about the collection of personal data in connection with the process for registering your child for a place in the nursery, kindergarten or school at Phorms Munich.

1. Personal data (Article 4, paragraph 1 of the GDPR)

Personal data means all information that relates to an identified or identifiable natural person.

Pursuant to the principle of data minimisation, we only process personal data if and insofar as this is necessary. Accordingly, the collection of personal data must be adequate, relevant and limited to what is necessary in relation to the purposes for which it is processed (Article 5, paragraph 1c) of the GDPR).

The following personal data is collected:

- first name and surname of legal guardian(s)
- title of legal guardian(s)
- address of legal guardian(s)
- town/city of residence of legal guardian(s)
- length of residency in Munich of legal guardian(s)
- working hours of legal guardian(s)
- telephone number of legal guardian(s)
- e-mail address of legal guardian(s)
- gender of legal guardian(s)
- mother tongue of legal guardian(s)
- language level of legal guardian(s) (German / English)
- nationality of legal guardian(s)
- Employer of legal guardian(s)
- bank account details of legal guardian(s)
- income details of legal guardian(s)
- relation of legal guardian(s) to child
- education style of legal guardian(s)
- child's first name and surname
- child's gender
- child's date of birth
- child's place and country of birth

Phorms Bavaria gemeinnützige GmbH

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Geschäftsführerin: Patrizia von Möller

Sitz der Gesellschaft München · Amtsgericht München · HRB 169354 · USt.-Id. DE303764334

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- place of residency of child
- child's nationality
- child's mother tongue
- child's language skills
- child's language skills level (German / English)
- child's year level
- additional information related to the child provided by the legal guardian(s)
- medical details of child
- child's educational career
- current kindergarten / school of child
- name of child's sibling(s)
- gender of child's sibling(s)
- date of birth of child's sibling(s)
- child's religion
- date of relocation to Germany
- date of relocation to Munich

2. How do we process personal data and why?

- We process your personal data, for example, in connection with registering your child for a place in crèche, kindergarten or school at Phorms Munich.
- We process personal data that is required for the performance of a contract to which the data subject is a contracting party. This also applies to processing procedures that are necessary for taking steps prior to entering into a contract (Article 6, paragraph 1b) of the GDPR).
- Insofar as the processing of personal data is required for compliance with a legal obligation to which our company is subject, the legal basis for this is provided by Article 6, paragraph 1c) of the GDPR.

3. How long do we store your data for?

When you make contact with us, the data you provide is stored by us in order that we can answer your questions, register you and your child as being interested in a place with us and take the necessary steps prior to entering into a contract. The data that is generated in connection with these procedures is deleted as soon as the storage of this data is no longer necessary. Or we restrict further processing if we have statutory obligations to store this data.

4. Rights of the data subject

You have the right to information about the personal data concerning you that is being stored, about its origin and recipient(s) and the purpose of this data processing. Specifically, you have the following rights vis-à-vis our company with regard to the personal data that relates to you and your underage child:

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- the right of access (Article 15, GDPR)
- the right to rectification (Article 16, GDPR)
- the right to erasure (“the right to be forgotten”) (Article 17, GDPR)
- the right to restriction of processing (Article 18, GDPR)
- the right to object to the processing of data (Article 21, GDPR)
- the right to data portability (Article 20, GDPR).

5. Is the data necessary for registration and the preparatory steps prior to entering into a contract?

We only collect your personal data to the extent that this is necessary for completing and carrying out the registration process and for concluding a contract with you. Some of the data is also required so that we can meet our statutory obligations (e.g. tax regulations, invoicing regulations, consumer protection laws). If you do not provide any personal data, it is unfortunately not possible for us to carry out the registration process and to conclude a contract with you.

6. What measures are adopted to ensure the safety of data?

The safety of your data is provided for by state-of-the-art technology and secure encryption. Furthermore, your data is stored on our internal server, which is not accessible from outside. Our technical standards are regularly updated.

7. Complaint to the supervisory authority

If you think that the processing of your personal data is in breach of the provisions of the GDPR, you have the right according to Article 77 of the GDPR to lodge a complaint with the supervisory authority. This right exists particularly in the member state in which you ordinarily reside, at your place of work or the place where the alleged breach has occurred. In Germany, the responsible supervisory body is the data protection officer of the relevant federal state.

8. Contact details of the company data protection officer

In accordance with Article 4, paragraph 7 of the GDPR, the responsible legal entity is Phorms Education SE, Ackerstraße 76, 13355 Berlin, info@phorms.de, tel.: +49 30 311678 100.

You can contact our data protection officer at datenschutz@phorms.de or at our postal address, with the addressee “Data protection officer”.

9. Contact

Please direct any enquiries, cancellations, objections or requests for information regarding data processing by email to our data protection officer at datenschutz@phorms.de or by letter to the address stated under 8 above.