

MALAHIDE PORTMARNOCK EDUCATE TOGETHER SECONDARY SCHOOL

Website Privacy Policy

Data Controller:	Board of Management, Malahide Portmarnock ETSS
Address:	Swords Enterprise Park, Feltrim Road, Drinan, Swords, Co. Dublin, K67 P7Y5
Roll Number:	68308L
Effective Date:	July 1, 2026

Malahide Portmarnock Educate Together Secondary School (MPETSS) respects your right to privacy and is committed to protecting your personal data. This Privacy Policy outlines how our school collects, processes, and safeguards personal information obtained through our official website (mpetss.ie) in strict compliance with the General Data Protection Regulation (GDPR) and the Irish Data Protection Acts 1988–2018.

1. Scope and Core Principles

This policy applies solely to personal data collected via the school website. In alignment with our Educate Together ethos, we treat all personal data with the highest standards of equality, confidentiality, and legal integrity. We adhere strictly to the core principles of data protection: lawfulness, fairness, transparency, purpose limitation, data minimisation, accuracy, storage limitation, and integrity.

2. Information We Collect and How We Use It

While much of our website can be browsed without providing personal information, certain activities require user data:

- **Contact & Communication Forms:** When you contact us via website inquiry forms or email links, we collect your name, email address, and any textual content you submit. We use this information exclusively to respond to your specific inquiry.
- **Admissions & Pre-Enrolment Links:** Our website provides links to official portals for student registration and admissions. Data processed via these channels is managed explicitly in accordance with our formal School Admissions Policy and standard Department of Education guidelines.
- **Automated Logs (Technical Data):** For technical maintenance, routing, and cybersecurity, our web server logs standard non-identifying technical specifications, including your masked IP address, browser type, operating system, and the timestamps of your visit.

3. Legal Basis for Processing

We process personal data under one or more of the following legal frameworks established by Article 6 of the GDPR:

1. **Consent:** You have given clear consent for us to process your data for a specific purpose (e.g., submitting a contact form).
2. **Public Task / Legal Obligation:** The processing is necessary for the performance of a task carried out in the public interest or to comply with official administrative duties mandated by the Irish Education Acts.

4. Third-Party Integrations and Data Sharing

We do not sell, lease, or distribute website user information to commercial third parties. Data is shared only with authorized processors necessary for core educational and operational management tools, including:

- Our verified website hosting and technical infrastructure providers.
- Official school platform links integrated for parental updates, academic records, and catering (such as VSware and Food Village apps), which maintain standalone data processing regulations.

5. Data Security and Retention

We implement robust technical and organizational security measures to protect your data from unauthorized access, loss, or alteration. Your website communication records are retained only as long as necessary to resolve your request, or as dictated by standard statutory retention periods for Irish voluntary secondary schools.

6. Your Statutory Rights

Under the GDPR, website users hold comprehensive rights regarding their personal data. You have the right to request access to, rectification of, or erasure of your personal data held by MPETSS. You also hold the right to restrict or object to processing. To exercise any of these rights, please contact the school administration directly at info@mpetss.ie. You also possess the right to file an official complaint with the Data Protection Commission (DPC) of Ireland.