

# Privacy Policy & Data Protection Statement

## 1. INTRODUCTION

This Privacy Policy sets out how Sanctus World School uses and protects any information that you give when you use our digital platforms or admission services. We are committed to ensuring that your privacy is protected. Any information you provide by which you can be identified will only be used in accordance with this privacy statement.

## 2. DATA COLLECTION

We may collect the following information:

- Name and job title of parents/guardians.
- Contact information including email address and mobile number.
- Demographic information such as postcode, preferences, and interests.
- Information relevant to student admission, surveys, and offers.

## 3. PURPOSE OF PROCESSING

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal Record Keeping: Maintenance of prospective and current student databases.
- Admissions Processing: Facilitating the application, assessment, and enrollment process for our Hyderabad campuses.
- Service Improvement: We may use the information to improve our educational products and services.

## **4.COMMUNICATIONS & CONTACT CONSTRAINTS**

By providing your phone number and email address to Sanctus World School, you consent to be contacted by our admission counselors and administrative staff.

- **Methods:** We may contact you by email, phone, fax, or mail. We may also use SMS or WhatsApp for urgent updates or admission follow-ups.
- **DND Override:** Your submission of an inquiry constitutes an explicit request for information, authorizing us to call you regardless of your DND (Do Not Disturb) status.

## **5. SECURITY**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic, and managerial procedures to safeguard and secure the information we collect online.

## **6. THIRD-PARTY LINKS & TOOLS**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites.

## **7. CONTROLLING YOUR PERSONAL INFORMATION**

You may request details of personal information which we hold about you. If you believe that any information we are holding on you is incorrect or incomplete, or if you wish to withdraw your consent for marketing communications,

please write to or email us as soon as possible at:

**Email: [info@swsbnreddy.com](mailto:info@swsbnreddy.com)**