



 Bell Educational Services Ltd
Red Cross Lane, Cambridge,
United Kingdom, CB2 0QU
 enquiries@bellenglish.com
 +44 (0) 1223 275500

Privacy Policy

Bell Educational Services Limited, known as 'Bell' is committed to processing your data fairly and lawfully in compliance with the GDPR and UK Data Protection Act 2018. This privacy policy explains how we use any information we collect about you when you engage with us. Any reference to 'your data' also includes Bell employees and, other individuals Bell engages with.

What information do we collect about you?

We collect information about you when you book onto one of our courses or engage you in employment. Information is also collected when you submit an enquiry either through our website (bellenglish.com), directly by email, or if we meet you at an event. Website usage information is collected using cookies. We will only collect information necessary to your relationship with Bell and will retain this data for no longer than is necessary for its intended purpose or until you request otherwise.

How will we use the information about you?

We collect information about you to process your application and manage your account throughout this process. Information gathered from your usage of our website will be used for internal analytics to inform how we can improve the website for the benefit of the customer journey. We will only share your information with third parties that are necessary for your application with Bell. Bell will never share your information for marketing purposes with companies outside Bell.

Transferring information outside the EU

Our data processor, is based inside the EU, however your application may be for a role outside the EEA and therefore your data might be transferred and stored securely outside the EEA. Where that is the case it will be subject to equivalent legal protection through the use of Model Contract Clauses approved by the European Commission, or the supplier's membership in the US Privacy Shield scheme.

Marketing

We will not use your information from any applications in this portal to market to you about other products and services that we offer and only use your data to fulfil our obligation to process your application for any roles which you apply for.





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Access to your information and correction

You have the right to request a copy of the information we hold about you. If you would like a copy of some or all of your personal information, please email dpo@bellenglish.com or write to us at Bell, Cambridge, CB2 0QU, and Bell will aim to respond within 1 month.

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

Cookies

Cookies are text files placed on your computer to collect standard internet logs and visitor behaviour information. This information is used to track visitor use of the website and to compile internal reports on website activity. You can set your browser to not accept cookies, however as a result some of the features on our website may not work as a result.

Other websites

If our website contains links to other websites, we are not responsible for its content. This privacy policy only applies to our website(s) only, so you should ensure you read their privacy policy as applicable.

Changes to our privacy policy

We will keep our privacy policy updated and under regular review and will place any updates on this webpage. This privacy policy was last updated January 2020.

How to contact us

Please contact us if you have any questions about our privacy policy or information we hold on you: by email (dpo@bellenglish.com) or write to us, Bell, Cambridge, CB2 0QU

