BIMM
GROUP LIMITED

Website Privacy

Privacy Notice – Website – bimm.ac.uk

This privacy notice applies to all visitors to websites operated by BIMM Group Limited and outlines the how your data is collected and used when visiting our websites.

We have other privacy notices published HERE to cover specific processing operations specific to our applicants, students, alumni and staff.

This privacy notice describes how organisations within BIMM collect, use, share and protect your information. To access this privacy notice in an alternative format please contact the privacy team.

Who are we?

Our websites are operated by BIMM Group Limited. In data protection terminology this makes us a Data Controller.

Our details are as follows:
Name: BIMM GROUP LIMITED
Address: 38-42 Brunswick Street West, HOVE, East Sussex, BN3 1EL, United Kingdom
Information Commissioner's Office registration: ?

By interacting with our website, for example by filling in an online form, some information may be shared within our company structure. These entities are listed as follows:

Name: BIMM UNIVERSITY LIMITED
Address: 38-42 Brunswick Street West, HOVE, East Sussex, BN3 1EL, United Kingdom
Information Commissioner's Office registration: ZA362716

Name: MET FILM SCHOOL LIMITED
Address: Building A, Ealing Studios, Ealing Green, Ealing, London, W5 5EP, United Kingdom
Information Commissioner's Office registration: Z228019X

Throughout this privacy notice a reference to BIMM refers to all of these entities.

We operate in line with the requirements of UK GDPR and EU GDPR.

BIMM employ a single Data Protection Officer covering all the data controllers listed above. Their details are as follows:
Name: Benjamin Phillips
Email: privacy@bimm.ac.uk
Address: 38-42 Brunswick Street West, HOVE, East Sussex, BN3 1EL, United Kingdom

For individuals who are based in the European Union, you are covered by the territorial scope of the EU GDPR. Where this is the case, in addition to UK GDPR, you can also use any of your rights under EU GDPR including the right to raise a complaint with your local

supervisory authority. For any matters arising under the EU GDPR in respect to clause 17 of the European Union standard contractual clauses BIMM shall be governed by the laws of the Republic of Ireland, and in respect to clause 18 BIMM nominates the Data Protection Commission (Ireland) as their choice of forum and jurisdiction.

How we collect your data?

We collect information from you through the ways you engage with our website. This includes:

- Registering to attend an event or open day
- Requesting a prospectus
- Opting in to receive marketing
- Submitting a query through our online chat or contact forms
- The use of cookies to understand how our site is used and improve the user experience

We also use automated technologies in the form of cookies. As you interact with our websites, we may automatically collect technical data about your device, browsing actions and patterns. Some cookies are essential to allow our site to function as intend, while others are optional helping us to better understand our visitors and provide a better user experience. We may also receive technical information about you if you visit other websites using our cookies. Further information on the use of automated technologies can be found in our cookies policy HERE.

Our lawful basis for processing personal data is our legitimate interest of enabling the functionality of our websites while maintaining your legitimate interest of the security and integrity of our web-based services.

Data Storage

BIMM operate a record retention policy which outlines how long different types of information are kept. Different records are retained for different lengths of time depending on the original purpose for collecting the data. Retention schedules will be determined by legal, statutory, contractual or business needs.

Where necessary, we may transfer personal information outside of the UK. When doing so, we comply with the UK GDPR, making sure appropriate safeguards are in place.

BIMM will only store your personal data in the UK, EEA or another country where the UK government have granted adequacy under the data partnership agreements. If there is a need to process personal data in another territory, BIMM will ensure that relevant security measures are in place to protect your personal data. This will include placing contractual obligations on our data processors or ensuring recipients have subscribed to the relevant international frameworks that aim to ensure adequate protection.

Who we share information with and why we share it

We will only disclose your personal data to a third party when we are required to by law, where we have your specific consent, or where appropriate arrangements are in place with regard to data sharing.

Information is shared within our company structure. As part of this any data collected by BIMM University Limited, Met Film School Limited or BIMM Dublin Limited will be shared with BIMM Group Limited for the purpose of administering your contract of employment. This data sharing takes place under an intra group agreement which governs the appropriate use and security requirements of your personal data.

Your data may be shared with third parties to whom we may choose to sell, transfer or merge parts of our business or our assets. Alternatively, we may seek to other businesses or merge with them. If a change happens to our business, or is proposed to happen, then the new owners may use your personal data in the same way as set out in this Privacy Notice.

Our website may include links to third-party websites, plug-ins and applications. Clicking on those links or enabling those connections may allow third parties to collect or share data about you. We do not control these third-party websites and are not responsible for their privacy statements. When you leave our website, we encourage you to read the Privacy Notice of every website you visit.

Your UK GDPR data protection rights

Under data protection law, you have rights including:
Your right of access - You have the right to ask us for copies of your personal data.
Your right to rectification - You have the right to ask us to rectify personal data you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
Your right to erasure - You have the right to ask us to erase your personal data in certain circumstances.
Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal data in certain circumstances.
Your right to object to processing - You have the right to object to the processing of your personal data in certain circumstances.
Your right to data portability - You have the right to ask that we transfer the personal data you gave us to another organisation, or to you, in certain circumstances.
Your right to withdraw consent – When we use consent as our lawful basis you have the right to withdraw your consent.

You don’t usually need to pay a fee to exercise your rights. If you make a request, we have one calendar month to respond to you.

To make a data protection rights request, please contact us using the contact details at the top of this privacy notice

How to complain

If you have any concerns about the way BIMM collects or processes your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

We ask that in the first instance you give us the chance to put things right. However, if you remain unhappy with how we've used your data after raising a complaint with us, you have the right to lodge a complaint with a Data Protection Supervisory Authority.

The Data Protection Supervisory Authority for the United Kingdom is the Information Commissioner's Office.

The ICO can be contacted at:
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
United Kingdom
Helpline number: +44 303 123 1113
Website: https://www.ico.org.uk/make-a-complaint

For complaints under the European Union General Data Protection Regulation you also have the right to lodge a complaint with your local Supervisory Authority or the Data Protection Commission (Ireland).

The DPC can be contacted at:
Data Protection Commission
21 Fitzwilliam Square South
Dublin 2
D02 RD28
Ireland
Helpline number: (01) 765 01 00
Website: https://www.dataprotection.ie

Privacy Notice Revisions

This privacy notice will be kept under review and changes will be published on our website.

This document was last updated on 23 October 2024.