

TeacherSearch – User Data Privacy Notice

Operated by IREducation Inc.

Registered name: Oxford Advanced Learning

We are the controller of your personal data. For more information on controllers and their responsibilities please see our guidance on [data protection principles, definitions, and key terms](#).

This privacy notice tells you what to expect us to do with your personal information when you work for us.

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Purpose of this Privacy Notice

This privacy notice explains how IREducation Inc., trading as TeacherSearch, collects, uses, and shares your personal information when you register with us as a teacher, tutor, or volunteer, and outlines your rights under data protection law.

We act as the data controller, meaning we are responsible for determining how your personal information is used and ensuring it is handled lawfully, fairly, and transparently. For information on controllers and their responsibilities, please refer to UK data protection guidance.

Contact details

Email

teachersearch@ireducation.org

Information we collect and why

As part of your registration and ongoing interaction with TeacherSearch, we collect and use the following information:

- Contact details (eg name, address, telephone number or personal email address)
- Date of birth
- National Insurance number
- Gender
- Marital status
- Employment history (eg job application, employment references or secondary employment)
- Education history (eg qualifications)
- Right to work information
- Details of any criminal convictions (eg DBS checks)
- Performance records (eg reviews, disciplinary records, complaints or disciplinary action)
- Any other information you provide as part of your profile

Purpose: We collect this information to:

- Manage your TeacherSearch profile
- Facilitate introductions to schools seeking teaching staff
- Ensure compliance with legal obligations

Lawful bases and data protection rights

Under UK data protection law, we must have a “lawful basis” for collecting and using your personal information. There is a list of possible [lawful bases](#) in the UK GDPR. You can find out more about lawful bases on the ICO’s website.

Which lawful basis we rely on may affect your data protection rights which are set out in brief below. You can find out more about your data protection rights and the exemptions which may apply on the ICO’s website:

- **Your right of access** - You have the right to ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for. [Read more about the right of access.](#)
- **Your right to rectification** - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. [Read more about the right to rectification.](#)
- **Your right to erasure** - You have the right to ask us to delete your personal information. [Read more about the right to erasure.](#)
- **Your right to restriction of processing** - You have the right to ask us to limit how we can use your personal information. [Read more about the right to restriction of processing.](#)
- **Your right to object to processing** - You have the right to object to the processing of your personal data. [Read more about the right to object to processing.](#)
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you. [Read more about the right to data portability.](#)
- **Your right to withdraw consent** – When we use consent as our lawful basis you have the right to withdraw your consent at any time. [Read more about the right to withdraw consent.](#)

If you make a request, we must respond to you without undue delay and in any event within one month.

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

Lawful basis for processing

We process your personal data under the following lawful bases under the UK GDPR:

- Consent: By registering with TeacherSearch, you consent to your personal information being shared with schools seeking teachers. You may withdraw your consent at any time by contacting us.
- Legal obligation: In certain circumstances, we may need to process your data to comply with statutory requirements (e.g., right to work checks).

How long we keep information

We retain your information for as long as necessary to provide services and comply with legal obligations. For further details on retention periods or to request deletion of your personal data, contact us at teachersearch@ireducation.org.

Who we share information with

With your consent, we share your information with:

- Schools actively seeking teaching staff
- Any other parties necessary to deliver our services or comply with legal obligations

How to complain

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office, Wycliffe House, Water Lane
Wilmslow, Cheshire, SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>