



**MONTESSORI**  
**GLOBAL EDUCATION**  
®

## Privacy Policy

**Montessori ST NICHOLAS (MSN) CHARITY AND ST NICHOLAS MONTESSORI TRAINING LIMITED (MONTESSORI CENTRE INTERNATIONAL – MCI) (“together, “Montessori Global Education”, “Montessori”, “the Organisation”, “we”)**

**Updated on 5/02/2026**

### 1. Introduction

Montessori is dedicated to protecting your personal data. As a data controller, we ensure that personal data is processed lawfully, fairly and transparently, in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and other applicable data protection legislation.

This Privacy Policy (“the Policy”) explains how we collect, use, store, and protect personal data, and outlines your rights in relation to that data.

### 2. What We Do

Our Organisation is committed to empower children, educators and communities with the 21st century skills they need to thrive via future-focused, learner-centred opportunities – in and beyond classrooms.

Our activities include education and training delivery, research, advocacy, charitable activities, events, membership services (including, but not limited to the network, hereafter referred to as “the Network”), and digital communications.

### 3. How We Use Your Data

We process your personal data under the following legal bases:

- Consent: For activities like communications and event invitations. You can withdraw consent at any time.
- Contractual Obligation: To fulfil agreements with staff, contractors, and members.
- Legal Compliance: To meet legal obligations, such as tax or regulatory requirements.
- Legitimate Interests: To pursue activities aligned with our mission, ensuring minimal impact on your rights.
- Special category data (such as health or accessibility information) will only be processed where explicit consent, legal obligation, or another lawful condition under Article 9 UK GDPR applies.

### 4. When We Collect Data

We collect your data when you engage with us through:

- Our website, events, or training courses.
- Membership (including, but not limited to the Network membership) on our handles.
- Communication via email or social media.
- Providing goods or services.

### 5. How We Collect and Use Data

We collect personal data primarily through electronic interactions, including our website, online forms, learning platforms, booking systems, events, training activities and membership or Network

Montessori Global Education  
33 Colston Avenue, Bristol,  
BS1 4UA, UK  
e. [connect@montessori.org.uk](mailto:connect@montessori.org.uk)  
[www.montessori-globaleducation.org](http://www.montessori-globaleducation.org)

VAT Number: 798 4680 56  
Registered Charity Number: 313636  
Registered Company Number: 00531204

Montessori Global Education is the working name of Montessori St Nicholas Ltd (trading name: MSN), a charitable company registered in England, and its subsidiary, St Nicholas Montessori Training Ltd (trading name: MCI)

sign-ups. This may include data collected directly from individuals or via authorised third-party systems used by the organisation.

### **5.1 Categories of Personal Data Collected**

Depending on the nature of your engagement with us, we may collect and process the following categories of personal data:

- name, email address and contact details (including telephone number);
- professional or organisational affiliation;
- account and login details for learning or booking platforms;
- demographic information, such as ethnicity, where provided voluntarily and lawfully (for example, for equality monitoring);
- address details, where required for administrative or contractual purposes;
- correspondence and communications with us;
- technical data, including IP address, browser type and usage data.

We only collect personal data that is relevant, adequate and limited to what is necessary for the purposes for which it is processed.

## **6. Cookies**

### Cookies

Cookies are small text files which are transferred to your computer or mobile when you visit a website or app.

When you first enter [montessori-globaleducation.org](http://montessori-globaleducation.org), you will be shown a pop-up cookie notification banner. The banner informs the user that our site uses cookies and similar technologies. You will have the option to 'Accept' or 'Do not accept'. When you click 'Accept', we deem you to have consented to non-essential cookies unless you have disabled them using your browser settings. Consent for non-essential cookies can be withdrawn at any time by adjusting your browser settings or clearing cookies.

### Third Party Cookies

These cookies are set by someone other than the owner of this website. Some of our web pages may also contain content from other sites like YouTube, Google, or Vimeo, which may set their own cookies. We have no control over third-party cookies.

We are not responsible for the privacy policies and/or practices of these third-party services, and we encourage you to carefully review their privacy policies.

### Google Analytics

This website uses tracking software to monitor its visitors to better understand how they use it. This software is provided by Google Analytics which uses cookies to track visitor usage. The software will save a cookie to your computer's hard drive in order to track and monitor your engagement and usage of the website.

Google Analytics processes information about:

- the pages you visited on [montessori-globaleducation.org](http://montessori-globaleducation.org)
- how long you spent on each [montessori-globaleducation.org](http://montessori-globaleducation.org) page
- how you got to the site
- what you clicked on while you were visiting the site

Data is processed in accordance with Google's data protection terms.

### Google Fonts

The Google Fonts API may collect visitors IP addresses. To send you the font, the Google server has to know where to send it, so it needs to collect website users' IP addresses. When the website user opens a website, it automatically requests the Google Fonts files from Google's servers.

To avoid this, where possible we will host the Google Fonts locally and not use the API. However, we cannot be responsible for third party plugins that do not disclose this information.



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### Google ReCAPTCHA V3

We use Google reCAPTCHA on our website to protect against spam and abuse. reCAPTCHA analyses user interactions with the website to ensure the activity is performed by a human and not an automated program or bot.

To provide this service, Google reCAPTCHA collects certain information about your device and behaviour, including:

- Your IP address
- Browser and operating system details
- Interaction patterns (e.g., mouse movements, clicks)
- Date and time of your visit

This information is processed by Google and is subject to Google's Privacy Policy and Terms of Service:

- Google Privacy Policy ([add link: https://policies.google.com/privacy](https://policies.google.com/privacy))
- Google Terms of Service ([add link: https://policies.google.com/terms?hl=en-GB](https://policies.google.com/terms?hl=en-GB))

You can change your preferences at any time by clearing cookies from your browser and re-entering the site. This will cause the pop-up banner to re-display.

## **6A. Online Forms, Learning Platforms and Booking Systems**

6A.1 The Organisation uses a range of secure, third-party digital tools to collect and manage personal data for operational purposes, including (but not limited to):

- learning management systems (such as Totara) for education and training delivery;
- online forms (including Microsoft Forms and Jotform) for registrations, applications, surveys and enquiries;
- online booking systems (including Microsoft Bookings) for mentoring, events and meetings;
- email service providers (such as SendGrid, provided by Twilio Inc.)
- payment processing platforms (such as Stripe) for handling fees and donations.

6A.2 Data collected through these systems may include contact details, booking information, learning records and, where relevant, address information.

6A.3 The organisation does not store credit or debit card details. Payment information is processed securely by third-party payment providers in accordance with their own data protection and security standards.

6A.4 All third-party systems used by the organisation are selected to ensure appropriate technical and organisational measures are in place to protect personal data.

## **7. External Links**

This website only looks to include quality, safe and relevant external links, however users are advised to adopt a policy of caution before clicking any external web links mentioned throughout this website.

The Organisation cannot guarantee or verify the contents of any externally linked website despite its best efforts. Users should therefore note they click on external links at their own risk and this website, and as well as the Organisation, cannot be held liable for any damages or implications caused by visiting any external links mentioned.

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## 8. Your Data Rights

Under the data protection law, you have the following rights:

- **Right to Access:** You can request information on what personal data is being processed.
- **Right to Rectification:** You can correct inaccurate or incomplete data.
- **Right to Erasure:** You can request deletion of your data (also known as the "right to be forgotten").
- **Right to Restriction:** You can limit how your data is used.
- **Right to Data Portability:** You can request your data in a machine-readable format to transfer it to another service.
- **Right to Object:** You can object to certain data processing activities.
- **Rights Related to Automated Decision-Making:** You can object to decisions made solely by automated processing, including profiling.

Requests can be made at any time using the contact details below. We may require proof of identity before responding.

## 9. Data Retention

We retain your data only as long as necessary for the purposes it was collected. After that period, data will be deleted or anonymised. This includes data collected via learning platforms, online forms, booking systems and payment processors, which is retained only for as long as necessary to fulfil the purpose for which it was collected and to meet legal, regulatory or contractual obligations.

Retention periods are reviewed regularly, and data is securely deleted or anonymised when no longer required.

## 10. International Data Transfers

10.1 If your personal data is transferred outside the UK, we ensure that it is protected by appropriate safeguards, such as:

- Adequacy regulations
- Approved data transfer mechanisms

10.2. Some third-party systems used by the organisation may process data outside the UK. Where this occurs, appropriate safeguards will be in place, such as adequacy regulations or approved data transfer mechanisms.

## 11. How to Stop Us Using Your Data

You can unsubscribe from marketing communications at any time or contact us directly to request that we stop using your data.

## 12. Complaints

If you are dissatisfied with how your personal data has been handled, you may raise a concern directly with us. You also have the right to lodge a complaint with the **Information Commissioner's Office (ICO)** (UK data protection authority).

## 13. Contact Us

13.1 For any inquiries or to exercise your data rights, please contact our Data Protection Officer:

**Montessori Global Education**  
**33 Colston Avenue,**  
**Bristol,**  
**BS1 4UA, UK**  
Email: [connect@montessori.org.uk](mailto:connect@montessori.org.uk)

13.2 Queries relating to specific platforms or systems used to process your data may also be directed to us using the contact details above.

## 14. Modifications

We reserve the right to update this Policy at any time. Changes take effect immediately upon posting; continued use constitutes acceptance of the updated Policy.