

## **Privacy Policy**

High Standard International Consultant Company (Lanna International School) Limited recognises the importance of protecting your data. This Privacy Policy explains our practices regarding the collection, use or disclosure of personal data, including other rights of the Data Subjects Under the Personal Data Protection Laws.

### **Collection of Personal Data**

We will collect your personal data that we receive directly from you as follows:

- Students' Management Information Systems
- Human Resource Management Information Systems
- Finance Management Information Systems
- Phone number
- School Trips & Activities
- E-mail

### **Types of Data Collected**

Personal data includes but is not limited to name, surname, age, date of birth, nationality, identification card, and passport.

## **Storage of Data**

We store your data as hard and soft copies using the following systems.

- Third-party server service providers in Thailand
- Third-party server service providers outside Thailand
- Internal CCTV system
- Cloud
- Internal hard copy filing
- Internal School Servers and local electronic devices

## **Use of Data**

We use the collected data for various purposes, which include, but are not limited to:

- To create and manage accounts
- To provide products or services
- To improve products, services, or user experiences
- To share and manage information within the organisation
- To conduct marketing activities and promotions
- To provide after-sales services
- To gather user's feedback
- To process payments of products or services
- To comply with our Terms and Conditions
- To comply with laws, rules, and regulatory authorities

## **Disclosure of Personal Data**

We may disclose your personal data to the following parties in certain circumstances:

### **Within our Organisation**

We may disclose your personal data within our organisation to provide and

## **Business Partners**

In relation to our business partners, we may disclose specific personal data to them to coordinate and provide products or services to you and provide necessary information about the availability of our products or services.

## **Data Retention**

We will retain your personal data for a minimum period stipulated in Thailand's relevant regulations and laws. We will erase, destroy or anonymise personal data when it is no longer necessary or when the period lapses.

## **Data Subject Rights**

Subject to the Personal Data Protection Laws thereof, you may exercise these rights in the following situations:

**Withdrawal of consent:** If you have given consent to us to collect, use or disclose your personal data, whether before or after the effective date of the Personal Data Protection Laws, you have the right to withdraw such consent at any time throughout the period your personal data is available to us unless it is restricted by law or you are still under beneficial contract.

**Data access:** You have the right to access your personal data that is under our responsibility; to request us to make a copy of such data for you, and





personal data breach is likely to result in a high risk to your rights and freedoms of you, we will also notify the personal data breach and the remedial measures to you without delay through our website, SMS, email address, telephone or registered mail (if applicable).

### **Changes to this Privacy Policy**

We may change this Privacy Policy from time to time. To monitor any changes to this Privacy Policy we encourage you to frequently check our website.

This Privacy Policy was last updated and has been effective since 10th June 2022

### **Links to Other Sites**

The purpose of this Privacy Policy is to offer products or services and use our website. Any websites from other domains found on our site are subject to their privacy policy which is not related to us.

### **Contact Information**

If you have any questions about this Privacy Policy or would like to exercise your rights, you can contact us by using the following details:

#### **Data Controller**

Lanna International School (Thailand)  
166 Moo 10, Baan Waen,  
Hang Dong, Chiang Mai, 50230, Thailand  
[www.lannaist.ac.th](http://www.lannaist.ac.th)  
Tel 052 000 838

#### **Data Protection Officer**

Email: [DPO@lannaist.ac.th](mailto:DPO@lannaist.ac.th)  
Tel 052 000 838