

RM INTEGRIS DATA ACCESS AND INTEGRATION BY THIRD PARTY:

CUSTOMER INSTRUCTION, AUTHORITY AND UNDERTAKING ("Instruction")

This Instruction is made between the Educational Establishment ("You") and RM Education Limited, which expression shall include its subsidiaries, agents, successors and assigns, of 140 Eastern Avenue, Milton Park, Abingdon, Oxfordshire OX14 4SB ("RM").

WHEREAS:

1. RM provides RM Integris (the "Services") to You. As a part of the Services, RM has a record of and access to Your data, which may include the personal data of your staff and students (the "Data").
2. In accordance with the General Data Protection Regulation EU 2016/679 ("GDPR"), You are the Controller and RM is the Processor.
3. The GDPR states that You must have obtained the consent of all of the Data Subjects (as defined in the GDPR) to use the Data in the manner set out in this Instruction; and
4. This Instruction is necessary in order for RM to provide access to the Data to third party providers (including where applicable different divisions of RM) (the "Providers"), in accordance with your instructions.

THEREFORE:

To allow a Provider to access Data, You agree to this Instruction and:

1. You warrant and represent that You are a registered Controller;
2. You acknowledge that RM does not endorse any Provider and is not offering any advice regarding the suitability of their services. You have a contract direct with the Provider and have sought appropriate legal advice before entering into the same;
3. You confirm that, wherever necessary, You have obtained and shall continue to have the consent of all Data Subjects to so use the Data.

GRANTING ACCESS:

1. On the RM Integris Datashare Management page within the System Management module of RM Integris, are tiles for each Provider.
2. Within each tile will be descriptions about the Provider and the permissions they require. IF YOU DO NOT AGREE TO SHARE THE DATA, DO NOT ALLOW ACCESS; INSTEAD, PLEASE CONTACT THE PROVIDER TO DISCUSS.
3. By clicking to accept, you are authorising RM, as Processor, to allow access for the Provider to the Data as set out in the permissions section of the Provider summary page. This will facilitate interoperability of the Data with the Provider system.

WITHDRAWING ACCESS:

1. Data sharing can be revoked at any time by clicking "withdraw access" in the Provider's tile within RM Integris Datashare Management.
2. It is Your responsibility to regularly review the Providers who can access Your Data.
3. It will take no more than one (1) working day to process requests to withdraw access.

DISCLAIMER AND INDEMNITY

You acknowledge that RM is acting purely on Your instructions and makes no warranties or representations of any kind, express or implied, about the suitability of the Providers nor the appropriateness of the Data being shared. Data is shared at Your own risk.

You hereby indemnify and shall keep indemnified RM against all claims, losses, damages, costs and expenses arising from or incurred by reason of any failure by You to comply with any part of this Instruction.