



Privacy Statement

Privacy Statement on the protection of personal data within the framework of Future Narratives project (2021-2023), in compliance with the EU Regulation 2016/679.

Future Narrative is a two-year (2021-2023) project funded by the European Commission under the Erasmus+ program. The project is coordinated by The Association of Cultural Heritage Education in Finland and implemented in partnership with INTO SCHOOL Ltd, (FIN), La Fundación SM (ESP) and Urban Development Centre (SRB).

The project develops and tests a European model of cultural heritage education, based on storytelling, creativity and digital skills, at six schools in Finland, Serbia and Spain. The teachers and pupils explore diverse cultural heritage and different ways of creative storytelling through digital technology. They create music, soundscapes, videos and stories. The project aims to strengthen pupils' participation, cultural competences, creative and digital skills, and critical thinking.

1. Data Controller details

Data Controller:

Future Narratives Consortium (Suomen Kulttuuriperintökasvatuksen seura/Association of Cultural Heritage Education in Finland [FIN], IHAN OMA JUTTU Oy./INTO SCHOOL Ltd [FIN], La Fundación Santa María [ESP] and CENTAR ZA URBANI RAZVOJ UDRUZENJE/Urban Development Centre [SRB]).

Data Controller and Data Management Coordinator for Future Narratives project: Kati Nurmi, kati.nurmi@kulttuuriperintokasvatus.fi or info@kulttuuriperintokasvatus.fi

Consortium partners responsible for processing data:

Partner responsible for processing data as the lead of the data collection operation:

Suomen Kulttuuriperintökasvatuksen seura ry. / Association of Cultural Heritage Education in Finland, Hallituskatu 2b, 00170 Helsinki, Finland

Contact details: kati.nurmi@kulttuuriperintokasvatus.fi or info@kulttuuriperintokasvatus.fi
<https://www.kulttuuriperintokasvatus.fi>

Other partners responsible for processing data:

IHAN OMA JUTTU Oy / INTO SCHOOL Ltd., Pursimiehenkatu 13 A 18, 00150 Helsinki, Finland

Contact details: kari@intoschool.fi

<https://www.intoschool.org/>

La Fundación Santa María, Calle Impresores 2, 28660 Boadilla del Monte, Spain

Contact details: mariolandonegui@gmail.com

<http://www.fundacion-sm.org/>

CENTAR ZA URBANI RAZVOJ UDRUZENJE / Urban Development Centre, PERSIDE MILENKOVIC 1, 11000 BEOGRAD, Serbia

Contact details: a.nikolic@heriteach.com

<https://www.udc.rs/about/>

2. Purpose and scope of this Privacy Statement

Future Narratives Consortium (2018-2020) is bound by the European Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation – GDPR). Hereby are described the procedures for data collection, storage, protection, the retention and destruction policies. This document sets out the criteria and the conditions under which Future Narratives Consortium collects, processes, uses, stores and transmits the personal data of the survey participants', how the confidentiality of such information is ensured as well as the compliance of the aforementioned procedures and policies with the current EU Legislation; more specifically the compliance with any Law and/or Regulation implemented or enacted in accordance with the GDPR and the legislation on the protection of electronic privacy, or any law which modifies, replaces, adopts or codifies any of the above laws, as well as any other applicable national laws on the processing of personal data and privacy, as they may exist under applicable law.

3. Purpose(s) of processing the collected data

Data collected from teacher training and pupil workshop surveys and interviews, field work observations and project activities, will be used for evaluation, research and project reporting purposes. Some data may also be used for project dissemination and promotion of the project partners' activities. This may, for example, include anonymized extracts from questionnaires and interviews. The project and its activities will also be documented with video and photography. These materials may be used for Future Narratives research, reporting and dissemination purposes, as well as promotion of the project partners' activities. Photography and video permissions will be sought separately.

4. Types of processed data

Data related to teachers and school staff typically includes:

- Name and contact details
- Consents and permissions

- Photos and videos taken during workshops, school lessons, field trips and other events relating to the project
- Audio-visual materials (e.g. videos and presentations) relating to the project created by the participating teachers
- Information related to project events in which the person has participated in
- Data collected via the online or paper surveys (responses to the questionnaires)
- Data collected via interviews (audio or video recordings and/or transcripts and notes)
- Data collected during classroom observations and project activities (field notes)

Data related to pupils typically includes:

- Consents and permissions
- Photos and videos taken during workshops, school lessons, field trips and other events relating to the project
- Audio-visual materials (e.g. videos and presentations) relating to the project created by the participating teachers
- Information related to project events in which the person has participated in
- Data collected via the online or paper surveys (responses to the questionnaires)
- Data collected via interviews (audio or video recordings and/or transcripts and notes)
- Data collected during classroom observations and project activities (field notes)

Personal data collected via the online survey includes identifiable information related to the participant, such as IP addresses.

5. Access to collected data:

The data is accessible to authorised personnel from within the consortium for the project's research, reporting and dissemination purposes.

6. Recipients of collected data:

Future Narratives consortium does not, in any way, transfer/transmit or disclose the participants' personal data to any third party business organizations, natural persons or legal entities, public authorities or agencies or any other organizations, other than those specifically referred to herein and/or to the purposes specifically referred to above. Project's participants' personal data may be communicated or transferred to government authorities and/or law enforcement officers, if that is required for the above purposes, or within the scope of enforcing a court decision or order, or for complying with a provision of law, or if so required in order to serve the legitimate interests of the Future Narratives consortium as Data Controller, in accordance with applicable law.

7. Rights of Data Subjects:

Future Narratives consortium performs all necessary actions both during collection and at each subsequent processing stage of the participants' personal data, so that each participant is fully enabled to exercise the rights guaranteed by applicable data protection laws, namely the rights to

access, rectify, erase and restrict processing, as well as the right to data portability, which are described below:

Right of Access: The data subject has the right to request and obtain from the Controller, within a time-period of one (1) month, confirmation as to whether or not personal data concerning him or her, are being processed, and, where that is the case, access to the personal data and to certain information, as laid out by applicable law. It may also request a copy of the personal data undergoing processing as described herein by sending an email to the Data Management Coordinator of Future Narratives: kati.nurmi@kulttuuriperintokasvatus.fi

Right to rectification: The data subject has the right to require the Controller to rectify inaccurate personal data concerning him/her. Taking into account the purposes of the processing, the data subject is entitled to have incomplete personal data completed, including by means of providing a supplementary statement in accordance with the applicable law.

Right to erasure: The data subject has the right to obtain from the Controller the erasure of all personal data collected and processed within the scope of the Future Narratives project, in accordance with the applicable law.

Right to restriction of processing: The data subject is entitled to obtain from the Controller the restriction of processing of his/her data where the accuracy of the data is questioned or where any of the other conditions set out by the applicable law, is met.

Right to data portability: The data subject shall have the right to receive any personal data relating to him/her and which he/she has provided to the Controller in a structured, commonly used and machine readable format, as well as the right to transmit such data to another controller without objection by the controller to whom such personal data were provided in accordance with the law.

These rights are subject to various restrictions pursuant to applicable law, including for example if the fulfilment of the data subject's request may disclose personal data of another person or in the event that the Data Controller is required by law to retain such data.

To exercise any of the aforementioned rights, the participant may send an email to the Data Management Coordinator of Future Narratives: kati.nurmi@kulttuuriperintokasvatus.fi

8. Retention period:

Data will be stored on secure data storages of the Future Narratives consortium partners for no longer than is necessary for the purposes for which the personal data are processed, or to the extent that the Controller is under statutory obligation to continue storing personal data thereafter.

9. Confidentiality and Security of Information:

The processing of personal data by the Future Narratives consortium is conducted in a manner that ensures both confidentiality and security thereof. More specifically, it is carried out by authorised personnel, exclusively authorized for this purpose where as all appropriate organizational and technical measures are taken to ensure data security and the protection thereof against accidental

or unlawful destruction, accidental loss, alteration, unauthorized disclosure or access, as well as and any other form of unfair processing.

Communication:

For any questions or clarifications regarding this Privacy Statement and as well as in the event of any issues related to violation of personal data, participants may contact the Data Management Coordinator Kati Nurmi / kati.nurmi@kulttuuriperintokasvatus.fi

Complaint / Termination:

In case a participant's request is not satisfied by the Data Controller, the participant may at any time file a complaint with the Competent Supervisory Authority, namely Tietosuojavaltuutettu / tietosuoja@om.fi