

Website Privacy Notice

Comhar Naíonraí na Gaeltachta Teo

Last updated: December 2025

1. Introduction

Comhar Naíonraí na Gaeltachta Teo (“we”, “us”, “our”) is committed to protecting the privacy and personal data of individuals who interact with us. This Website Privacy Notice explains how we collect, use, disclose, and protect personal data when you visit our website at www.comharnaionrai.ie (the “Website”).

This notice is provided in accordance with the General Data Protection Regulation (EU) 2016/679 (“GDPR”) and applicable Irish data protection legislation.

2. Data Controller

The data controller for personal data processed via this Website is:

Comhar Naíonraí na Gaeltachta Teo

Aonad 3D, Páirc Gnó na Ceathrú Rua
An Cheathrú Rua, Co. na Gaillimhe
Ireland

Email: eolas@cnng.ie

Telephone: +353 (0)91 595337

3. Personal Data We Collect

Depending on how you interact with the Website, we may collect the following categories of personal data:

- Identification and contact details (name, email address, telephone number)
- Information submitted through contact forms or enquiries
- Newsletter subscription details
- Recruitment-related information where vacancies are advertised
- Technical and usage data (IP address, browser type, pages visited)
- Cookie and analytics data (see Section 10)

4. Purposes of Processing and Legal Bases

We process personal data for the purposes set out below, in accordance with Article 6 GDPR.

General Processing Activities

| Purpose of Processing | Legal Basis (GDPR Article 6) |
|---|---|
| Responding to enquiries and communications | Legitimate Interests (Article 6(1)(f)) |
| Managing contact requests and correspondence | Legitimate Interests (Article 6(1)(f)) |
| Recruitment and employment of staff, including verification of qualifications and enforcement of recruitment policies | Contract (Article 6(1)(b)) and Legal Obligation (Article 6(1)(c)) |
| Ensuring compliance with childcare qualification, safeguarding, and regulatory requirements | Legal Obligation (Article 6(1)(c)) |
| Employment of Development Officers to support and advise services | Contract (Article 6(1)(b)) |
| Delivery of child protection training to employees | Legal Obligation (Article 6(1)(c)) and Legitimate Interests (Article 6(1)(f)) |
| Development of educational and operational support materials (including Loinnir, Borradh, policies and procedures) | Legitimate Interests (Article 6(1)(f)) |
| Organisation of internal staff support meetings | Legitimate Interests (Article 6(1)(f)) |
| Liaison with Tusla and other authorities to ensure regulatory compliance | Legal Obligation (Article 6(1)(c)) |
| Organisation of parent meetings | Legitimate Interests (Article 6(1)(f)) |
| Administration of State funding received by services | Legal Obligation (Article 6(1)(c)) |
| Administration of Group Insurance Schemes for services | Legitimate Interests (Article 6(1)(f)) |
| Provision of Irish language and language-planning support | Legitimate Interests (Article 6(1)(f)) |
| Publication and distribution of the <i>Bláthú</i> newsletter | Consent (Article 6(1)(a)) |

| Purpose of Processing | Legal Basis (GDPR Article 6) |
|---|--|
| Improving Website functionality and performance | Legitimate Interests (Article 6(1)(f)) |

Where processing is based on legitimate interests, we have considered and balanced those interests against the rights and freedoms of individuals.

5. Children's Data

We recognise that children's personal data requires a higher level of protection. We process children's data in a transparent and lawful manner and always in the **best interests of the child**, in line with GDPR, Irish childcare legislation, and safeguarding obligations.

Processing of Children's Data

| Purpose of Processing | Legal Basis (Article 6 GDPR) | Special Category Condition (Article 9 GDPR, where applicable) |
|--|---|--|
| Registration and enrolment of children in early learning and care services | Legal Obligation (6(1)(c)); Public Interest (6(1)(e)); Contract (6(1)(b)) | Not applicable |
| Administration of attendance and participation in services | Legal Obligation (6(1)(c)); Public Interest (6(1)(e)) | Not applicable |
| Communication with parents or guardians | Legitimate Interests (6(1)(f)) | Not applicable |
| Ensuring the health, safety, and welfare of children | Legal Obligation (6(1)(c)); Vital Interests (6(1)(d)) | Article 9(2)(c) and/or Article 9(2)(h) |
| Processing medical information (e.g. allergies, medical conditions, medication requirements) | Legal Obligation (6(1)(c)); Vital Interests (6(1)(d)) | Article 9(2)(c), Article 9(2)(h), and where appropriate explicit consent (9(2)(a)) |

| Purpose of Processing | Legal Basis (Article 6 GDPR) | Special Category Condition (Article 9 GDPR, where applicable) |
|--|-------------------------------------|--|
| Compliance with safeguarding and childcare regulations | Legal Obligation (6(1)(c)) | Article 9(2)(g) and/or 9(2)(h) |

Medical and health information is collected only where strictly necessary and is accessible solely to authorised staff.

6. Data Sharing

We do not sell personal data. We may share personal data with:

- Service providers acting on our instructions (e.g. IT, hosting, communications)
- Regulatory or statutory bodies, including Tusla, where required by law
- Insurers or professional advisers where necessary

All third parties are required to comply with data protection law.

7. International Transfers

Personal data is primarily processed within the European Economic Area. Where data is transferred outside the EEA, appropriate safeguards are applied, including Standard Contractual Clauses or adequacy decisions.

8. Data Retention

We retain personal data only for as long as necessary for the purposes for which it was collected and in line with legal and regulatory requirements. Retention periods vary depending on the nature of the data and applicable obligations.

9. Your Data Protection Rights

You have the right to:

- Access your personal data
- Rectify inaccurate data
- Request erasure, restriction, or objection to processing
- Withdraw consent at any time where processing is based on consent
- Automated decision making – right for human oversight
- Lodge a complaint with the Data Protection Commission

Parents or guardians may exercise rights on behalf of children, subject to safeguarding considerations.

10. Cookies

The Website uses cookies to ensure functionality and to analyse usage. Further information is provided through our cookie banner and cookie settings.

11. Changes to This Notice

This Privacy Notice may be updated from time to time. The most recent version will always be available on our Website.

12. Contact Us

For questions or to exercise your data protection rights, please contact:

Email: eolas@cnng.ie

Telephone: +353 (0)91 595337