

Passenger Transport Services

Who we are and what we do:

The Passenger Transport Team has vast experience in providing luxury coach hire and transport solutions from accessible hire to bespoke services for organisations and individuals. They provide safe and accessible transport for various types of organisations. They specialise in all aspects of home-to-school transport including swimming and day trips.

Why we need your information and how we use it:

GS Plus provides passenger transport services to the Royal Borough of Greenwich and external customers. In doing so, it will collect personal data and this will be used to undertake the following;

- To provide you with the appropriate services;
- Help us develop and improve our services;
- Complete statistical returns to Government departments;
- Measure whether our services are improving;
- To maintain our own accounts and records;
- Marketing activities

The lawful bases for processing are set out in Article 6 of the GDPR and are the following;

- ✓ Consent: the individual has given clear consent for you to process their personal data for a specific purpose.
- ✓ Contract: the processing is necessary for a contract you have with the individual, or because they have asked you to take specific steps before entering into a contract.
- ✓ Legal obligation: the processing is necessary for you to comply with the law (not including contractual obligations).

What type of information is collected from you:

In order to effectively and efficiently provide the service to you some of the following information may be collected:

- name
- address
- date of birth
- photos
- CCTV images
- bank details
- gender of child
- contact number
- details of special educational needs and/or disabilities
- DBS numbers
- PCO licence numbers
- educational provision
- medical information
- days transport needed
- details of parent/carer including mobile
- additional emergency contact details
- details of transport requirements

Whom your information may be shared with (internally and externally):

Your data may be shared with the following:

- internal departments
- London Borough of Bromley
- Royal Borough of Greenwich
- Greenwich Service Solutions Limited
- KL2
- Autocab
- External auditors
- Other third-party organisations, as allowed by law
- Other partner agencies that provide services on our behalf

- Agencies with whom we have a duty to co-operate, such as police

How long we keep your information (Retention policy):

Personal data will not be retained for longer than necessary in relation to the purposes for which they were collected or for the duration of the contract. The CCTV images will be kept for 30 days.