



APPLICATION FOR TRANSPORT to mother tongue tuition

The head of school will assess the need for transport to and from mother tongue tuition for the student and anyone accompanying them. The assessment is based on the student's age and maturity.

The personal information provided on this form will be processed in accordance with the General Data Protection Regulation (GDPR) when an application for school transport is submitted. The department responsible for personal data under the GDPR is the Education Committee.

1. Application concerns

Student's surname		First name		Personal ID number
Student's registered address			Postcode	Town
Student's home school				Year
Starting date and ending date for the transport		<input type="checkbox"/> Student will make their own way home <input type="checkbox"/> wants a taxi to leisure-time centre		
Location/school for mother tongue tuition				
Language	Day of the week		Lesson times	

Important! Transport will be cancelled if the lesson is cancelled or if the student is unable to attend. The legal guardian must inform eva-marie.andersson@almhult.se of any problem that prevents the student from attending or at short notice directly to taxi via mail/phone.

The undersigned certify that the information provided is correct and undertake to notify the Education Department of any changes.

Date	Telephone	Date	Telephone
Email address		Email address	
Legal guardian's signature 1		Legal guardian's signature 2	
Name in block capitals		Name in block capitals	

The application is submitted to the student's head of school. Once the application has been approved, the head of school then forwards a copy to the school transport officer at the Education Department.

Decision on transport to and from mother tongue tuition <input type="checkbox"/> Approved <input type="checkbox"/> Rejected Reasons for rejection 	Date and signature of the student's head of school
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Information provided in accordance with the General Data Protection Regulation (GDPR).

Data controller	Education Committee
Purpose of the processing	Organize school and queue management
Legal basis	Legal obligation, public interest
Categories of personal data that will be processed	Name, personal number, current class and school, mother tongue, email, address, phone number
Voluntary	You decide whether or not you want to provide us with any data. However, please note that the data is required for the intended purpose.
Data recipients	Staff, personal data assistants the Education Committee uses, receiving municipality
Storage	The data is saved.
Rectification	You have the right to request rectification of incorrect data and the erasure of your personal data.
Right of access	Once per calendar year, you have the right to receive information, free of charge, about whether personal data about you is being processed and to receive a copy of this data. A fee may be charged for further copies.
Department contacts	Telephone switchboard: 0476-550 00 Email: utbildning@almhult.se
Data Protection Officer	Älmhult Municipality, Box 500, 343 23 Älmhult Telephone switchboard: 0476-550 00 Email: dataskyddsbud@almhult.se
Complaints	You have the right to submit complaints to the Swedish Data Protection Authority.
More information is available at	www.almhult.se/gdpr www.datainspektionen.se