

Privacy Policy

Privacy Policy Statement

Colour My World respects personal data and is committed to complying with the requirements of the Personal Data (Privacy) Ordinance (Cap. 486). You may be invited to provide personal data to Colour My World on a voluntary basis. Personal data are kept for the fulfillment of the purpose or its directly related purpose for which the data are used.

Practice Statement - Kind of Personal Data Held & Main Purposes of keeping Personal Data

There are two general categories of personal data held by Colour My World:

1. Student Information

Student information, which includes information supplied by students and parents, is collected in connection with student application for admission, for registration, academic, administrative, research, statistical and marketing purposes for Colour My World. Student records are kept for purposes that include corresponding with, responding to and taking follow-up actions in respect of students, contacts and communications activities. The data will be solely handled by Colour My World staff but may be disseminated to an authorized third-party providing services to Colour My World, in relation to the above purposes, other purposes as allowed by Colour My World or as required by the law from time to time. These third parties include organizations such as local and overseas educational institutions, examination authorities and government departments.

2. Personnel Information

Personnel information, which includes personal particulars, job descriptions, details of compensation and benefits, performance appraisals, references and disciplinary matters relating to job applicants, employees and former employees of Colour My World. Personnel records of employees are kept for human resource management purposes, relating to matters such as employees' terms of employment, performance appraisal, providing references, professional development, discipline and termination.

Protection measures

Colour My World takes appropriate steps to protect the personal data we hold against loss, unauthorized access, use, modification or disclosure.

Right of access and correction

Under the Hong Kong Personal Data (Privacy) Ordinance, individuals have the right to request access to and correction of their personal data. Should you wish to access or correct your personal information held by us, please send your enquiry or request to Colour My World by post, by email or by fax.

Data protection issues/enquiries

Issues/enquiries should be addressed to Colour My World by email info@colour-my-world.com