

Spellingframe Data Processing Agreement

Operated by Mathsframe Limited

Version 1.0

Last Updated: June 2026

1. Introduction

This Data Processing Agreement ("DPA") forms part of the agreement between Mathsframe Limited ("Processor") and the subscribing school or educational establishment ("Controller") relating to the use of Spellingframe.

This DPA sets out the responsibilities of each party regarding the processing of personal data in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

2. Roles of the Parties

For the purposes of pupil and school data processed within Spellingframe, the subscribing school acts as the Data Controller and Mathsframe Limited acts as the Data Processor. The Controller determines what personal data is entered into the platform and the purposes for which it is used. The Processor processes personal data only for the purpose of providing the Spellingframe service.

3. Categories of Data

The personal data processed may include:

- Pupil names
- Usernames
- Class and group information
- Spelling test results
- Progress and attainment records
- Teacher and administrator account information

The service is designed to minimise data collection and does not require dates of birth, medical information, parent details, gender information or other sensitive pupil data.

4. Purpose of Processing

Personal data is processed solely for the purposes of providing access to the service, managing pupil accounts, delivering spelling activities and assessments, recording progress and attainment, supporting school administration and providing technical support where requested.

5. Processor Obligations

Mathsframe Limited shall:

- Process personal data only on documented instructions from the Controller;
- Maintain appropriate technical and organisational security measures;
- Ensure personnel with access to data are subject to confidentiality obligations;
- Assist the Controller where reasonably required in meeting its obligations under UK GDPR;
- Notify the Controller of any personal data breach without undue delay where legally required.

6. Security Measures

Mathsframe Limited maintains security measures including HTTPS encryption throughout the platform, secure UK-based hosting infrastructure, firewall protection, malware monitoring, daily backups, regular software and security updates, and controlled administrative access.

7. Hosting and Data Location

Spellingframe is hosted on dedicated cloud infrastructure provided by CWCS in Nottingham, England. All data is stored within the United Kingdom. No pupil data is routinely transferred outside the United Kingdom.

8. Sub-processors

The following sub-processors may be used in connection with the service:

Provider	Purpose
CWCS	Hosting infrastructure
Opayo	Payment processing
Google Analytics	Website analytics

Mathsframe Limited remains responsible for ensuring that any sub-processors provide appropriate safeguards for personal data.

9. Support Access

Where necessary to investigate technical issues or provide support, authorised personnel of Mathsframe Limited may access school data. Such access is limited to what is reasonably necessary to provide support and maintain the service.

10. Data Retention and Deletion

Schools may remove pupil records, classes and groups directly through the platform. Following subscription expiry, data may be retained for up to 12 months to facilitate account reactivation. Where a school requests deletion of account data, Mathsframe Limited will normally complete deletion within 24 hours.

11. Data Subject Requests

The Controller remains responsible for responding to data subject requests. Mathsframe Limited will provide reasonable assistance where required to enable the Controller to comply with applicable data protection legislation.

12. Termination

Upon termination of the service and upon request by the Controller, personal data shall be deleted in accordance with the retention provisions set out above.

13. Contact

For data protection enquiries, please contact support@spellingframe.co.uk.

Document Version History

Version	Date	Summary
1.0	June 2026	Initial Data Processing Agreement