

PRIVACY NOTICE RELATING TO PARENT INFORMATION

What is the purpose of this Notice?

Why is it lawful to collect this parent information?

As a school, we are subject to a wide range of laws which we must comply with, including maintaining contact with individuals with parental responsibility for our pupils. To comply with these laws, we only process personal information as far as is necessary to meet those obligations. We also process some of the information described in this privacy notice to carry out public tasks vested in us to effectively manage the school.

Some types of personal information are regarded as more sensitive under the GDPR and referred to as being a 'special category' of personal information. We are unlikely to process this type of information in relation to parents.

Who will we share parent information with?

Those who we may share parent information with include the following:

- Our local authority
- The Department for Education (DfE)
- Other education providers
- Multi-agency partners
- Professional advisers (including accountants, lawyers, insurers, and auditors)

Requesting access to your personal data

Under data protection legislation, parents and pupils have the right to request access to information about them that we hold. To make a request for your personal information please contact the School Business Manager.

You also have the right to:

- Object to processing of personal data that is likely to cause, or is causing, damage or distress;
- Prevent processing for the purpose of direct marketing
- Object to decisions being taken by automated means
- In certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed and
- Claim compensation for damages caused by a breach of the Data Protection Regulations

Making a complaint

If you have a concern about the way we are collecting or using your personal data, you should raise your concern with the Data Protection Officer in the first instance or directly to the Information Commissioner's Office at <https://ico.org.uk/concerns>

Data collection requirements

To find out more about the data collection requirements placed on us by the Department for Education (for example; via the school census) go to <https://www.gov.uk/education/data-collection-and-censuses-for-schools>