

## PUPIL PRIVACY NOTICE

This is a Category 1 Policy (Full Delegation)

This policy is in force until further notice from:	November 2023
This policy must be reviewed by:	November 2024
Policy Author(s):	Shamita Kumar
Date policy reviewed by Compliance & Governance Officer:	October 2023
Date compliance with GDPR assured:	October 2023
Location of publication of policy:	The Trust Website/ Governor Hub/ Internal Records & Intranet

What is the purpose of this Notice?

This is the Pupil Privacy Notice of Avanti Schools Trust which is intended to provide you with information about how and why we process pupil information. It is also intended to provide you with other information which is required under the UK General Data Protection Regulation (the retained EU law version of the General Data Protection Regulation (EU) 2016/679) (GDPR) and the Data Protection Act 2018 (DPA). The GDPR and DPA contain the key laws relating to data protection.

It is important to us, and a legal requirement, that we are transparent about how we process pupil information. As a MAT

and use personal information for specified purposes which this Privacy Notice has been designed to tell you about.

The Data Protection Officer

We have an appointed Data Protection Officer (DPO), HY Education, who can be contacted in writing at HY Education, 3 Reed House, Hunters Lane, Rochdale, OL16 1YL or by telephone on 0161 543 8884 or by email (<u>DPO@wearehy.com</u>). You can contact the DPO should you wish to discuss any issues or concerns that you have about data protection.

What categories of pupil information do we collect?

The types of pupil information that we collect include:

- Pupil names, unique pupil numbers, contact details including emergency contacts
- Characteristics such as ethnicity, language, religion
- Free school meal and pupil premium eligibility
- Medical information and administration such as information, child health, dental health, allergies, medication, and dietary requirements

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Youth support services

Pupils aged 13+

Once our pupils reach the age of 13, we also pass pupil information to our local authority and / or provider of youth support services as they have responsibilities in relation to the education or training of 13-19 year olds under section 507B of the Education Act 1996.

This enables them to provide services as follows:

- youth support services
- careers advisers

guardian provides their consent, other information relevant to the provision of youth support services will be shared. This right is transferred to the child / pupil once they reach the age 16.