

Fitzjohn's Primary School: Privacy Notice (Parents/Carer Information)

We also collect information about parents to meet our legal duties set out above. Typically, this data includes:

- Name
- Contact details including e-mail, telephone number and address
- Relationship with the pupil
- Information about financial payments made to the school
- Information held in relation to the school's statutory responsibilities, including in respect of safeguarding and child protection, equalities, health and safety and special educational needs

We use data (information about parents at our school):

- to support pupil learning
- to keep pupils safe
- to monitor and report on pupil progress
- to meet our duties to deliver high standards of educational provision
- to provide appropriate pastoral care
- to provide access to school meals
- to provide access to extracurricular activities
- to assess the quality of our services
- to comply with the law regarding data sharing
- to collect payment for optional services provided by the school

We collect and use parent information under the following conditions:

- to meet our duties as a maintained school under the Education Acts 1996, 2002, 2011, the Education and Healthcare Act 2014, the School Standards and Framework Act 1998, the Children's Act 2004 and related legislation and regulation, the Equalities Act 2010 and other related legislation, and any regulations or statutory guidance made under those acts (Article 6(1)(e) of the General Data Protection Regulation);

- where it is necessary to meet our duties as an employer and our duties in relation to health and safety (Article 6(1)(c) of the General Data Protection Regulation); Information Governance Advice and Data Protection Officer Services 8
- where it is necessary for the defence of a legal claim or potential legal claim (Article 9 (2) (d) of the General Data Protection Regulation)
- as a result of your explicit consent to the use (Article 6 (1) (a)).

We do not require consent for the majority of the data we collect as the school is a public authority carrying out its duties under the law. Where we do require your consent for the processing or collection of your child's data, we will advise you of this in advance and will not use this data without your consent. Your rights in relation 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, or be given access to your child's educational record, contact the School Business Manager on 020 7435 9797.

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

We do not take decisions by automated means and do not undertake direct marketing to pupils. Your rights in respect of your data and how you can make use of these are set out in our Data Protection Policy.

Students over the age of 13 will generally be considered to be capable of exercising control over their data, including determining whether to give their consent for their use of data when this is required. 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 (details below) in the first instance. However, you can contact the Information Commissioner's Office directly at <https://ico.org.uk/concerns/>



Contact:

If you would like to discuss anything in this privacy notice, please contact:

Rob Earrey – Headteacher

Kristy Macintyre – School Business Manager