

PRIVACY NOTICE

for

Pupils in Schools, Alternative Provision and Pupil Referral Units and Children in Early Years Settings

Privacy Notice - Data Protection Act 1998

We St John's Mead CEVC Primary School are a data controller for the purposes of the Data Protection Act. We collect personal information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data to:

- Support your learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well we are doing.

Information about you that we hold includes your contact details, national curriculum assessment results, attendance information¹ and personal characteristics such as your ethnic group, any special educational needs you may have and relevant medical information.

We will not give information about you to anyone outside the school without your consent unless the law and our policies allow us to.

We are required by law to pass some information about you to the Local Authority and the Department for Education (DfE)

If you want to see a copy of the information about you that we hold and/or share, please contact Anne Pumford, Senior School Administrator.

If you require more information about how the Local Authority (LA) and/or DfE store and use your information, then please go to the following websites:

www.southglos.gov.uk/education-and-learning/schools-and-colleges/schools-privacy-notice or
<https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

If you are unable to access these websites, please contact the LA or DfE as follows:

- Department for Children, Adults and Health
PO Box 298
Civic Centre
High Street
Bristol
BS15 0DQ
website: www.southglos.gov.uk
contact: use the online enquiry form: <http://www.southglos.gov.uk/enquiry-form>
tel: 01454 868008
- Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT
Website: <https://www.gov.uk/government/organisations/departments-for-education>
email: <http://www.education.gov.uk/help/contactus>
Telephone: 0370 000 2288
- Early Excellence Limited
The Old School
New Hey Road
Outlane
Huddersfield
HD3 3YJ
Website: eexba@earlyexcellence.com
email: admin@earlyexcellence.com
Telephone: 01422 311314