



Pewsey Vale School Privacy Notice

Pupils

What is data?

Data is any information that relates to you – the individual. Personal data is any information which can identify you, an example is your date of birth or full name and address.

We hold quite a bit of information about you other than your name and address and date of birth, we hold data about your achievements in school and your attendance. Each pupil at school has a unique number – you will learn more about this when you do your exams.

What data do we collect about you and why do we collect it?

The types of information that we collect, hold and share about you include:

- Personal information (such as name, unique pupil number and address, parent/guardian)
- Characteristics (such as ethnicity, language, nationality, country of birth and free school meal eligibility)
- Attendance information (such as sessions attended, number of absences and absence reasons)
- Assessment information
- Medical conditions
- Special Educational Needs and Disability
- Behaviour and exclusions
- Education/school history
- Siblings information

We use the data we collect :

- to support your learning
- to monitor and report on your progress
- to provide appropriate pastoral care
- to assess the quality of our services at school – how well are we doing!
- to comply with the law regarding data sharing
- to look after you (safeguard)

The law and the legal bit!

On the 25th May 2018 the Data Protection Act 1998 will be replaced by the General Data Protection Regulation (GDPR). The condition for processing under the GDPR will be:

Article 6

1. Processing shall be lawful only if and to the extent that at least one of the following applies:
 - (c) Processing is necessary for compliance with a legal obligation to which the controller is subject;

Article 9

1. Processing of personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation shall be prohibited.
2. Paragraph 1 shall not apply if one of the following applies:
 - (j) Processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89(1) based on Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.

All of the above is a bit wordy with lots of legal jargon but basically we process the information we hold about you to 'exercise the official authority vested in us' to deliver education to you. A lot of the information we hold about you we have to have, it is what is called 'mandatory' which means that by law we have to keep it otherwise we couldn't run the school properly! Other information is given to us on a voluntary basis and this is when we ask you, your parents or carers for the information, this might be things like your religion, or permission to use your photograph in a school brochure or on the website.

Storing your data

We hold your data until you are 25! We then destroy it confidentially. Under GDPR people can ask to be "forgotten" and for their data to be destroyed but as we are a school we cannot do that so any request will be turned down.

If you move to another school then your data will also be transferred. Your final school will hold the majority of your data (contained within individual pupil files).

Why we share pupil information

We do not share information about you with just anyone and we certainly don't share without your consent unless the law and our policies allow us to do so.

We share your data with the Department for Education (DfE) on a statutory basis (this means that we have to!). Without sharing some data we would not be able to get funding to educate you!

So just who do we share your data with?

- schools that the pupil's attend after leaving us
- our local authority
- the Department for Education (DfE)
- Ofsted
- Capita SIMS
- School Nurse
- NHS (Vaccinations)
- School Counsellor
- IT Contractor (Oakford)
- Police
- Social Services
- Education Psychology Department
- Children & Adolescent Mental Health Services (CAMHS)
- Other schools/academies/MAT's (during pupil transfer)
- Library Record systems
- Examination Boards
- Work experience providers
- Residetail trip organisers (and insurers)
- School Photographers
- Accelerated Reading
- Parentmail
- Renaissance Learning (Accelerated Reading Scheme)
- Peripateic agencies (Wiltshire Music Services)
- Sixth form colleges and other post-16 providers
- Skills Funding Agency

Requesting access to your personal data

Under GDPR both you and your parents/carers have the right to request access to information about you. To make a request for your personal information, or to be given access to your educational record you can download a Subject Access Request form from the school website.

Contact

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

Data Protection Officer, via email at admin@pewsey-vale.wilts.sch.uk