

SPRINGFIELD JUNIOR SCHOOL PRIVACY NOTICE 2016-2017

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

Privacy Notice - Data Protection Act 1998

We **Springfield Junior School** are the Data Controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about you from your previous school. We hold this personal data and use it to:

- support your teaching and learning;
- monitor and report on your progress;
- provide appropriate pastoral care, and
- assess how well your school is doing.

This information includes your contact details, national curriculum assessment results, attendance information ^A and personal characteristics such as your ethnic group, any special educational needs and relevant medical information.

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

We are required by law to pass some of your information to the Local Authority, Department for Education (DfE), NHS Healthcare Trusts, Ofsted and examination boards.

If you want to see a copy of the information we hold and share about you then please contact the school office.

If you require more information about how the LA and/or DfE store and use this data please go to the following websites:

www.derbyshire.gov.uk/privacynotices

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^A Attendance information is not collected for pupils under 5 at Early Years Settings or Maintained Schools

www.derbyshire.gov.uk/privacynotices

<http://media.education.gov.uk/assets/files/doc/w/what%20the%20department%20does%20with%20data%20on%20pupils%20and%20children.doc>

<http://www.education.gov.uk/researchandstatistics/childrenandyoungpeople/a0064391/who-the-department-passes-pupil-data-to>

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

Data Protection/Freedom of Information Officer
Children and Younger Adults Department

Derbyshire County Council

County Hall

Matlock

Derbyshire

DE4 3AG

website: www.derbyshire.gov.uk

email: foi@derbyshire.gov.uk

Tel: 01629 536470

Public Communications Unit

Department for Education

Sanctuary Buildings

Great Smith Street

London

SW1P 3BT

website: www.education.gov.uk

email: <http://www.education.gov.uk/help/contactus>

Tel: 0370 000 2288.