



## PRIVACY NOTICE

for

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

### Privacy Notice - Data Protection Act 1998

We, Bowmansgreen 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 your child/children from previous schools. 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.

The information includes your child/children's contact details, national curriculum assessment results, attendance information<sup>1</sup> 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 your child/children to anyone without your consent unless the law and our policies allow us to.***

We are required by law to pass some information about your child/children to our Local Authority (LA) and the Department for Education.

If you want to receive a copy of the information we hold or share about your child(ren), please contact the head teacher at Bowmansgreen Primary School.

If you need more information about how the Local Authority and DfE store and use this information, then please go to the following websites:

<http://www.hertsdirect.org/services/edlearn/privsch/><sup>2</sup> and

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

If you cannot access these websites, please contact the LA or DfE as follows:

Data Protection Team Information Governance Unit Room C1 County Hall Pegs Lane Hertford SG13 8DQ email: <a href="mailto:data.protection@hertscc.gov.uk">data.protection@hertscc.gov.uk</a>	Public Communications Unit Department for Education Sanctuary Buildings Great Smith Street London SW1P 3BT Website: <a href="http://www.education.gov.uk">www.education.gov.uk</a> Email: <a href="http://www.education.gov.uk/help/contactus">http://www.education.gov.uk/help/contactus</a> Telephone: 0370 000 2288
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<sup>1</sup> Attendance information is **NOT** collected as part of the Censuses for the Department for Education for the following pupils / children - a) in Nursery schools; b) aged under 4 years in Maintained schools; c) in Alternative Provision; and d) in Early Years Settings. This footnote can be removed where Local Authorities collect such attendance information for their own specific purposes.

<sup>2</sup> Local Authority to provide a link to their website with information on uses they make of data and any other organisations they share data with. Ideally they should also provide an address where parents without