



Doddinghurst Infant School

Church Lane, Doddinghurst, Brentwood, Essex, CM15 0NJ

Privacy Notice - Pupils

<p>What is the service being provided?</p>	<p>Creation, Maintenance of the Pupil Record, Curriculum Delivery and Pastoral Care, including Pupil and Parent/Carer data <i>(Please be advised that not all this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.)</i></p>				
<p>What personal data do we need from you?</p>	Name	Address	Known As name	Date of Birth	
	Ethnicity	Religion	Medical details	Parent/Carer names	
	Emergency contacts	Gender	Religion	Absence Records	
	Health Information	Medical/Sick Notes	Disability Status	SEN Records	
	Care Orders	Court Orders	Child Protection Records	FSM Status	
	Pupil Premium Status	Birth Certificates (copy)	Adoption Certificates (copy)	Attendance Records	
	Curriculum Attainment Records	Country of Birth	Service Child Status	Traveller Status	
	First Language	EAL Status	Siblings Information		
<p>Who will be using your Personal Data?</p>	<p>Who is the Data Controller? Who is the Data Controller's Data Protection Officer?</p>		Doddinghurst Infant School		
	<p>Are there any Data Processors?</p>		Lauri Almond (Essex County Council).		
	<p>Who are they?</p>		Yes	<input checked="" type="checkbox"/>	No
<p>What will it be used for and what gives us the right to ask for it and use it?</p>	<p>The Purpose(s):</p>		<p>Statutory Duties</p>		
	<p>The Legal Condition(s):</p>		<p>Statutory Duty & Substantial Public Interest</p>		
<p>Who else might we share your data with?</p>	<p>Central & Local Government, Health Providers, Other Education Providers, Regulatory Bodies</p>				
<p>Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?</p>	<p>NO</p>				



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How long will your data be kept?	When will it stop being used?		When the Pupil transfers to another education setting, e.g. another school					
	How long after this will it be deleted?		Date of Birth + 25 years					
Our use of the data will be subject to your legal rights (mark if applicable):	Inform	<input checked="" type="checkbox"/>	Access	<input checked="" type="checkbox"/>	Rectify	<input checked="" type="checkbox"/>	Erase	<input type="checkbox"/>
	Restrict	<input type="checkbox"/>	Portable	<input type="checkbox"/>	Object	<input type="checkbox"/>	Automate	<input type="checkbox"/>
As you are giving us your data directly:	This is the reason why we are allowed to ask for it and use it:		Statutory Duty					
	This is what could happen if you refused to let us use your data for this purpose:		N/A					
As you are not giving your data directly to us:	This is who is giving us your personal data:		Local Authority					
	This is a source of personal data open to anyone		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>		
	These are the categories of personal data being given to us		Basic Demographics, e.g. name, address, DoB, Parental contact details					
Visit the following links for more information about Privacy Law, our obligations and your Rights:								
The ICO Guide to the General Data Protection Regulations 2016 The General Data Protection Regulations 2016								
If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:								
Postal Address	Essex County Council, County Hall, Chelmsford. CM1 1QH							
Email	DPO@essex.gov.uk							
Phone Number	03330 322 970							
If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:								
Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF							
Online Form	https://ico.org.uk/concerns/handling/							
Phone Number	0303 123 1113							

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