

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

Privacy Notice - Data Protection Act 1998

We Lovington Church of England Primary School are the Data Controller for the purposes of the Data Protection Act. We collect information on pupils and parents and/or carers, and may receive information about pupils and parents and/ or carers from previous schools. 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 information¹ and personal characteristics such as your ethnic group, special educational needs and any 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 and the Department for Education (DfE).

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

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:

- The Local Authority: www.six.somerset.gov.uk/sixv3default.asp
- <http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>
- <http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/thirdpartyorgs/>

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

- Information Officer
Children and Young People's Directorate
B Block
County Hall
Taunton
TA1 4DY

Email: Educfai@somerset.gov.uk
Telephone: 01823 355959
Or call Somerset Direct on 0845 345 9122

- Department of Education
Castle View House
East Lane
Runcorn
Cheshire
WA7 2GJ

Telephone: 0370 000 2288
Web address: <http://www.education.gov.uk/help/contactus>

¹Attendance information is not collected for pupils under 5 at Early Years Settings or Maintained Schools