



<i>Date written</i>	<i>November 2016</i>
<i>Date of renewal</i>	<i>November 2017</i>
<i>Date approved</i>	<i>November 2016</i>
<i>Approved by</i>	<i>Headteacher</i>

PRIVACY NOTICE

Privacy Notice primary aged pupils in schools, alternative provision, Pupil Referral Units and children in Early Years settings 2015-2016

Privacy Notice - Data Protection Act 1998

Sholing Infant School are a data controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous setting/education provider and the Learning Records Service. We hold this personal data and use it to:-

- Support your teaching and learning:-
 - In order to facilitate this, we may share information with the software supplier to set up the systems needed for pupils and parent/carers to access
- Monitor and report on your progress
- Provide appropriate pastoral care
- Assess how well we as an Education Provider are doing
- Under the duty of the Children's Act 2004 to co-operate with LA and external partners to improve the well-being of children
- Under the Children's Act 1989 Section 17, we may have to share information to support and protect children with the Local Authority and external partner.
- Support participation in decision making locally and nationally

This information includes your contact details, national curriculum assessment results, attendance, exclusion and progress information, and personal characteristics such as your ethnic group, any special educational needs and relevant medical information as per the form you completed on your child's admission to the early years setting/school and the education records. We will also record where you go after you have left us.

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

The Local Authority has a duty under the Children's Act 2004 to co-operate with their partners in health and youth justice to improve the wellbeing of children in their areas.

We are required by law to pass some information about you to the Department for Education (DfE) and in turn this will be available for the use of the Local Authority. Information may also be required to send to the Local Authority direct through local frameworks such as data sharing agreements.

If you want to receive a copy of the information about you that we hold or share, please contact the Admin Officer.

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:-

- <http://www.southampton.gov.uk/contact-us/privacy-cookies/privacy-education.aspx>
- <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>
- [https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/455667/Privacy notice for the evaluation of the Troubled Families programme.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/455667/Privacy_notice_for_the_evaluation_of_the_Troubled_Families_programme.pdf)

If you are unable to access these websites we can send you a copy of this information. Please contact the Local Authority:

If you are unable to access these websites we can send you a copy of this information. Please contact the Local Authority: Children, Young People & Learning
Tel: 023 8083 3004