

## Privacy Notice - Data Protection Act 1998

We, Samuel White's Infant School, are the Data Controller for the purposes of the Data Protection Act 1998. We collect information from you and may receive information about you from your previous school and other relevant agencies. We hold this personal data and use it to:

- Support your child's teaching and learning;
- Monitor and report on your child's progress;
- Provide appropriate pastoral care, and
- Assess how well your child's school is doing.

This information includes your contact details, national curriculum assessment results, attendance information<sup>1</sup> and personal characteristics such as your ethnic group, special educational needs and any relevant medical information. If you are enrolling for post 14 qualifications we will be provided with your unique learner number by the Learning Records Service and may also obtain from them details of any learning or qualifications you have undertaken.

***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 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:

[www.southglos.gov.uk/PrivacyNoticeSchools](http://www.southglos.gov.uk/PrivacyNoticeSchools)

or

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>

and

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/thirdpartyorgs/>

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

- **Children and Young People's Information Service**  
PO Box 2082  
The Council Offices  
Castle Street  
Thornbury  
South Glos  
BS35 9BQ  
email: [cis@southglos.gov.uk](mailto:cis@southglos.gov.uk)  
tel: 01454 868008
- Public Communications Unit  
**Department for Education**  
Sanctuary Buildings  
Great Smith Street  
London  
SW1P 3BT  
Website: [www.education.gov.uk](http://www.education.gov.uk)  
email: [info@education.gsi.gov.uk](mailto:info@education.gsi.gov.uk)  
Telephone: 0870 000 2288

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<sup>1</sup> Attendance is not collected for pupils under 5 at Early Years Settings or Maintained Schools