Privacy Notice

Please be advised that not all of this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.

|  |  |
| --- | --- |
| What is the service being provided?  | School Photos/Videos  |
| What personal data do we need from you?  |   | Name of Pupil  | Year Group  | Class  | Photograph  |  |
|  |
| Who will be using your Personal Data?  | Who is the Data Controller?  | Newlands Junior School  |
| Who is the Data Controller’s Data Protection Officer?  | S Coupe  |
| Are there any Data Processors?  | Yes  | ☒  | No  | ☐  |
| Who are they?  | School Website Provider (Primary Site) SIMS, around the school building, newsletters, other communication from the school / Local Authority, Newspapers/magazines, TV, Radio Stations, Social Media, sports/activity venues.  |
| What will it be used for and what gives us the right to ask for it and use it?  | The Purpose(s):  | To enhance education provision, inclusion and recreation  |
| The Legal Condition(s):  | Consent  |
| You may withdraw your consent at any time by contacting us. Consent is obtained annually.  |
| Who else might we share your data with?  | As above  |
| Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?  | No  |
| How long will your data be kept?  | When will it stop being used?  | When the child leaves the school + 1 year  |
| How long after this will it be deleted?  | As above  |
| Our use of the data will be subject to your legal rights  | Inform  | ☒  | Access  | ☒  | Rectify  | ☒  | Erase  | ☒  |
| Restrict  | ☒  | Portable  | ☐  | Object  | ☒  | Automate  | ☐  |
| (marked if applicable):  |  |  |  |  |  |  |  |  |
| As you are giving us your data directly to us:  | This is the reason why we are allowed to ask for it and use it:  | To enable the delivery of these services  |
| This is what could happen if you refused to let us use your data for this purpose:  | Your child will not be able to participate in these events  |
| 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](https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/) [The General Data Protection Regulations 2016](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32016R0679&from=EN)  |
| 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  | Newlands Junior School, Braemar Road, Forest Town, Mansfield, Notts. NG19 0LN.  |
| Email  | dpo@newlands.notts.sch.uk  |
| Phone Number  | 01623 480440  |
| 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  |