**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.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What is the service being provided? | Use of CCTV surveillance | | | |  | | | | | |
| What personal data do we need from you? |  Personal Images | | | |  | | | | | |
| 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? | | | | N/A | | | | | |
| What will it be used for and what gives us the right to ask for it and use it? | The Purpose(s): | | | | Public safety and prevention of crime | | | | | |
| The Legal Condition(s): | | | | Task in the Public  Interest (Public Safety) | | | | | |
| Who else might we share your data with? | | | | | Police or other certified investigators | | | | | |
| 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? | | | | Standard period is 30 days – May be retained for a longer period if imagery is required for evidential purposes | | | | | |
| How long after this will it be deleted? | | | | As above | | | | | |
| Our use of the data will be subject to your legal rights (marked if applicable): | Inform | ☒ | Access | ☒ | Rectify | ☐ | Erase | | | ☐ |
| Restrict | ☐ | Portable | ☐ | Object | ☐ | Automate | | | ☐ |
| As you are giving us your data directly: | This is the reason why we are allowed to ask for it and use it: | | | | Public Safety | | | | | |
| This is what could happen if you refused to let us use your data for this purpose: | | | | Not applicable | | | | | |

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| **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 |

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