

Pott Shrigley and Bollington St John's
Church of England Primary Schools



Sharing our Gifts and Growing our Talents Together

Head Teacher: Mrs M. Walker

Head of Teaching and Learning: Mrs E. Watson

Privacy Notices: Information About Pupils in Primary and Nursery Schools

Data Protection Act 1998: How we use pupil information

We at the Federation collect and hold personal information relating to our pupils, and may also receive information about them from their previous schools, local authority and/or the Department for Education (DfE.) We use this personal data to:

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

Information will include their contact details, national curriculum assessment results, attendance information, any exclusion information, where they go after they leave us and personal characteristics such as their ethnic group, any special educational needs they may have as well as relevant medical information.

We will not give information about our pupils to anyone without your consent unless the law and our policies allow us to do so. If you want to see a copy of the information about your child that we hold, please contact the school office.

We are required by law to pass certain information about our pupils to our local authority (LA) and the Department for Education (DfE.)

The DfE may also share pupil level personal data that we supply to them, with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1998.

Decisions on whether the DfE releases this personal data to third parties are subject to a robust approval process and are based on a detailed assessment of who is requesting the data, the purpose for which it is required, the level and sensitivity of data requested and the arrangements in place to store and handle the data. To be granted access to pupil level data, requestors must comply with strict terms and conditions covering the confidentiality and handling of data, security arrangements and retention and use of the data.

For more information on how this sharing process works, please visit:

<https://www.gov.uk/guidance/national-pupil-database-apply-for-a-data-extract>

For information on which third party organisations (and for which project) pupil level data has been provided to, please visit:

<https://www.gov.uk/government/publications/national-pupil-database-requests-received>

If you require more information about how the Local Authority (LA) and/or DfE store and use your information, then please visit our LA at:

http://www.cheshireeast.gov.uk/council_and_democracy/council_information/data_protection.aspx

or the DfE website at:

<https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

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