CRANFORD PARK
Church Of England Primary School

Privacy Notice for Pupils, as required by the Data Protection Act 1998

Cranford Park CE Primary School is the Data Controller for the purposes of the Data Protection Act. We collect information directly from you and your family, but we may also receive information about you from your previous school and/or other professionals providing services to you.

We hold this personal data and use it to:

- support your teaching and learning;
- monitor and report on your progress;
- provide appropriate pastoral care, and
- assess how well our school is doing.

Information held by us includes your contact details, national curriculum assessment results, attendance information [A], characteristics such as ethnic group, special educational needs and any relevant medical information.

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

We are required by law to pass some of your information to the Local Authority (Hampshire County Council) and the Department for Children, Schools and Families (DCSF). If you want to see a copy of the information we hold and share about you then please contact the Headteacher.

If you require more information about how Hampshire County Council and/or the DCSF store and use this data, please look at the following websites:

- http://www3.hants.gov.uk/education/schools/schoolsdataprotection/fairprocessing.htm and
- http://www.teachernet.gov.uk/_doc/13856/DCSF%20what%20we%20do%20with%20Children's%20data%20v4%20final.doc

[A] Attendance information is not collected for pupils under 5 at Early Years Settings or Maintained Schools

If you are unable to access these websites, please contact the Hampshire County Council or the DCSF as follows:

- Barbara Sorkin, Data Protection & Quality Adviser
  Children's Services,
  Hampshire County Council
  Elizabeth II Court East,
  The Castle,
  Winchester,
  SO23 8UQ
  Website: http://www.hants.gov.uk/
  email: Barbara.Sorkin@hants.gov.uk
  tel: 01962 845554

- Public Communications Unit
  Department for Education
  Sanctuary Buildings
  Great Smith Street
  London
  SW1P 3BT
  website: www.dcsf.gov.uk
  email: info@dcsf.gsi.gov.uk
  tel: 0870 000 2288.