

PRIVACY NOTICE

for

Pupils in Schools

Privacy Notice - Data Protection Act 1998

Chenderit School is a data controller for the purposes of the Data Protection Act. We collect personal information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data to:

- Support your learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care,
- Support your transition to a post 16 provider of education or training, and
- Assess how well we are doing.

This data includes contact details, national curriculum assessment results, attendance information, characteristics such as ethnic group, special educational needs and any relevant medical information. This data may only be used or passed on for specific purposes allowed by law to organisations like:

Local Authorities

Ofsted

Department of Health (DH)

Department for Education (DfE)

Education Funding Agency (EFA)

Skills Funding Agency (SFA)

All these are data controllers in respect of the data they receive and are subject to the same legal constraints by law in how they deal with the data.

Once you are aged 13 or over, we are required by law to pass on certain information to providers of youth support services in your area. This is the local authority support service for young people aged 13 to 19 in England. We must provide the names and addresses of you and your parent(s), and any further information relevant to the support services' role. If you are enrolling for post 14 qualifications, the Learning Records Service will give us your unique learner number (ULN) and may also give us details about your learning or qualifications. Additionally, we may share data with post 16 providers to secure appropriate support on entry to post 16 provision.

Parents, or the pupils themselves if aged 16 or over, can ask that no information beyond name and address (for pupils and parents) be passed on to Post 16 providers. If as a parent, or as a pupil aged 16 or over, you wish to **opt-out** and do not want Post 16 providers to receive from the school information beyond name and address, then please inform the Data Manager.

For more information about young people's services, please go to the National Careers Service page at

<https://nationalcareersservice.direct.gov.uk/aboutus/Pages/default.aspx>

If you require more information about how the LA stores and uses your information, then please go to the following website:

http://www.northamptonshire.gov.uk/en/councilservices/educationandlearning/services/cyp_d_info/pages/fpn.aspx

Note: The above page may be updated throughout the year and parents are responsible for checking for any changes, particularly in terms of how the data is used and shared.

If you are unable to access this website, they can send you a copy of this information. Please contact them as follows:-

FOI/Data Protection Team
Northamptonshire County Council
Room 223
County Hall
Northampton
NN1 1ED

Website: <http://www.northamptonshire.gov.uk/en/Pages/HomePage.aspx>

Email: dataprotection@northamptonshire.gov.uk

Telephone: 0300 126 1000