



Abbotskerswell Primary School

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Privacy Notice - How we use pupil information

We collect and use pupil information under section 537A of the Education Act 1996, and section 83 of the Children Act 1989. We also comply with Article 6(1)(c) and Article 9(2)(b) of the General Data Protection Regulation (GDPR).

The categories of pupil information that we collect, hold and share include:

- Personal information (such as name, unique pupil number and address)
- Characteristics (such as ethnicity, language, nationality, country of birth and free school meal eligibility)
- Attendance information (such as sessions attended, number of absences and absence reasons)
- National Curriculum Assessment Information
- Relevant medical information
- Special Educational Needs and Disability (SEND)
- Exclusions
- Behavioural Information

Why we collect and use this information

We use the pupil data:

- to support pupil learning
- to monitor and report on pupil progress
- to provide appropriate pastoral care
- to assess the quality of our services
- to comply with the law regarding data sharing
- to support you to decide what to do after you leave school
- as information about payments for school meals, and consents for trips

The lawful basis on which we use this information

We collect and use pupil information under section 537A of the Education Act 1996, and section 83 of the Children Act 1989. We also comply with Article 6(1)(c) and Article 9(2)(b) of the General Data Protection Regulation (GDPR).

In order to process personal data lawfully, we will obtain the individual's explicit consent, or the processing must be necessary for one of the following:

- Fulfilling a contract with the individual
- Compliance with a legal obligation
- Protecting vital interests, i.e. to protect someone's life

- Performing a task in the public interest or in the exercise of official authority (sometimes referred to as the 'public task' basis)

Collecting Pupil Information

Whilst the majority of pupil information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with the General Data Protection Regulation, we will inform you whether you are required to provide certain pupil information to us or if you have a choice in this.

Storing pupil data

We keep information on computer systems and also sometimes paper records.

We hold education records securely until transition to another school. Records will then be transferred to the new school, where they will be retained until pupils reach the age of 25, after which they are safely destroyed.

There are strict controls on who can see the information. We will not share data without permission unless there are safeguarding or legal requirements to do so.

Who we share pupil information with

We routinely share pupil information with:

- schools that the pupils attend after leaving us
- local authority, Devon County Council
- the Department for Education (DfE)
- School Nurse team/Virgin Care
- Tempest Photography
- Sports Coaches
- Commbeshead (School meals)
- Education City
- Nessy

Why we share pupil information

We do not share information about our pupils with anyone without consent unless the law and our policies allow us to do so.

We share pupils' data with the Department for Education (DfE) on a statutory basis. This data sharing underpins school funding and educational attainment policy and monitoring.

We are required to share information about our pupils with our local authority (LA) and the Department for Education (DfE) under section 3 of The Education (Information About Individual Pupils) (England) Regulations 2013.

Data collection requirements:

To find out more about the data collection requirements placed on us by the Department for Education (for example; via the school census) go to <https://www.gov.uk/education/data-collection-and-censuses-for-schools>