

## Students and Parents/Carers Privacy notice

*This Privacy Notice has been written to inform parents/carers and students of Nunthorpe Multi Academy Trust and its respective academies about what we do with your personal information. This Notice may be subject to change.*

**Nunthorpe Multi Academy Trust (the Trust)** is a 'Data Controller' as defined by Article 4 (7) of GDPR. This means that we determine the purposes for which, and the manner in which, your personal data is processed. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

The school has appointed Veritau Ltd to be its Data Protection Officer (DPO). The role of the DPO is to ensure that the school is compliant with GDPR and to oversee data protection procedures. Veritau's contact details are:

Schools Data Protection Officer  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL

[schoolsDPO@veritau.co.uk](mailto:schoolsDPO@veritau.co.uk)  
01609 53 2526



**\*Please ensure you include the name of the School in all correspondence with the DPO**

## What information does the Trust collect?

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

- Personal information of students and their family members e.g. name, student number, DOB and address.
- Educational attainment.
- Free school meal eligibility.
- Attendance information.
- Assessment information.
- Behavioural information.
- Safeguarding information.

We will also process certain 'special category' data about our students including:

- Relevant medical information- please note that where the student has a severe allergy or is thought to be at risk of needing emergency care for a medical issue then this will be shared with all the staff. We may do this in the form of photo identification in the staff room to ensure that all staff are aware of the issues should an emergency situation arise.

- Special Educational Needs and Disabilities information.
- Race, ethnicity and religion.
- Biometric data e.g. thumbprints.

## **Why does the Trust collect your personal data?**

We use the information we collect:

- To support student learning.
- To monitor and report on student progress.
- To provide appropriate pastoral care.
- To assess the quality of our services.

Any personal data that we process about our students and parents is done so in accordance with Article 6 and Article 9 of GDPR:

Our legal basis for processing your personal data, in line with Article 6(1)(c) include:

- Education Act 1944, 1996, 2002.
- Education and Adoption Act 2016.
- Education (Information About Individual Students) (England) Regulations 2013.
- Education (Student Information) (England) Regulations 2005.
- Education and Skills Act 2008.
- Children Act 1989, 2004.
- Children and Families Act 2014.
- Equality Act 2010.
- Education (Special Educational Needs) Regulations 2001.

We also process information in accordance with Article 6(e) and Article 9(2)(g) as part of the official authority vested in us as Data Controller and for reasons of substantial public interest. This is in pursuance with Schedule 1(6)(1) of the Data Protection Act 2018. Such processing, which is not mandatory but is considered to be in our students' interests, include:

- School trips.
- Extra-curricular activities.
- Before and after school clubs.

Whilst the majority of student information you provide to us is mandatory, some of it is provided to us on a voluntary basis. When we do process this additional information we will ensure that we ask for your consent to process this.

## **Who does the Trust obtain your information from?**

Much of the information we process will be obtained directly from you (students and parents/carers). We will also process information received from:

- Department for Education (DfE).
- Local Education Authority – Redcar and Cleveland and Middlesbrough Local Authorities.
- Previous schools attended.

## Who does the Trust share your personal data with?

We routinely share student information with:

- Schools that the students attend after leaving us.
- Our Local Education Authority – Redcar and Cleveland and Middlesbrough Local Authorities.
- The Department for Education (DfE).
- National Health Service bodies.
- Throughout the Trust.

For more information on information sharing with the DfE (including the National Student Database and Census) please go to: <https://www.gov.uk/government/publications/national-student-database-user-guide-and-supporting-information>

We will not share any information about you outside the school without your consent unless we have a lawful basis for doing so.

Once our students reach the age of 13, we also pass information to our Local Authority and / or provider of youth support services as stipulated under section 507B of the Education Act 1996. The information provided includes addresses, DOB of student/parents, and any other information necessary for the provision of the service including gender or ethnicity.

A parent or guardian can request that **only** their child's name, address and date of birth is passed to their local authority or provider of youth support services by informing us. This right is transferred to the child / student once he/she reaches the age 16.

For more information regarding services for young people please visit the Local Authority's website: <https://www.redcar-cleveland.gov.uk/Pages/default.aspx> or <https://www.middlesbrough.gov.uk/>

## How long does the Trust keep your personal data for?

The Trust and its academies will keep your data in line with our Information Policy. Most of the information we process about you will be retained as determined by statutory obligations. Any personal information which we are not required by law to retain will only be kept for as long as is necessary to fulfil our organisational needs.

## What rights do you have over your data?

Under GDPR parents and students have the following rights in relation to the processing of their personal data:

- To be informed about how we process your personal data. This notice fulfils this obligation.
- To request access to your personal data that we hold, and be provided with a copy of it.
- To request that your personal data is amended if inaccurate or incomplete.
- To request that your personal data is erased where there is no compelling reason for its continued processing.
- To request that the processing of your personal data is restricted.
- To object to your personal data being processed.

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact our DPO on the address provided above.

If we cannot resolve your concerns you may also complain to the Information Commissioner's Office (the Data Protection Regulator) about the way in which the school has handled your personal data. You can do so by contacting:

First Contact Team  
Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow Cheshire  
SK9 5AF  
[casework@ico.gsi.gov.uk](mailto:casework@ico.gsi.gov.uk) // 03031 231113