



## PRIVACY NOTICE

for

*Pupils in Schools and Children in Early Years Settings*

### Privacy Notice - Data Protection Act 1998 & General Data Protection Regulation (GDPR)

The Bath & Wells Multi Academy Trust is a data controller for the purposes of the Data Protection Act/GDPR. Schools within the Bath & Wells Multi Academy Trust collect information from parents/carers and pupils and may receive information about pupils from their previous school and the Learning Records Service. We hold this personal data to:

- Support the child's learning.
- Monitor and report on their progress.
- Provide appropriate pastoral care.
- Assess how well we are doing.

The information held includes contact details, national curriculum assessment results, attendance information and personal characteristics such as ethnic group, any special educational needs a child may have and relevant medical information.

We are legally obliged to share information with other agencies (e.g. Police, Health, Local Authority) when there are safety concerns about children.

***We will not give information about you to anyone outside the school without your consent unless the law and our policies allow us to.***

We are required by law to pass some information about you to the Department for Education (DfE) and, in turn, this will be available for the use of the LA.

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 and General Data Protection Regulation (GDPR).

Decisions on whether 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.

If any parent/carer wants to receive a copy of the information about them and their child that we hold or share, they should contact the school office at the school their child attends.

If you require more information about how the LA and DfE store and use your information, then please go to the following websites or contact direct:

## Somerset

<http://www.somerset.gov.uk/accessing-our-information/privacy-policy/>

Information Governance  
Somerset County Council  
County Hall  
Taunton  
TA1 4DY  
**Phone:** 0300 123 2224  
[informationgovernance@somerset.gov.uk](mailto:informationgovernance@somerset.gov.uk)

## North Somerset

<http://www.n-somerset.gov.uk/my-council/data-protection-foi/school-privacy-notice/school-privacy-notice/>

- Data Management Team,  
People and Communities,  
North Somerset Council,  
Town Hall,  
Walliscote Grove Road,  
Weston-super-Mare,  
BS23 1UJ.

## BANES

<http://www.bathnes.gov.uk/services/your-council-and-democracy/data-protection-and-freedom-information/data-protection-act/priv>

- Data and Performance Team  
People & Communities  
Bath & North East Somerset Council  
Lewis House  
Manvers Street  
Bath  
BA1 1JG  
Email: [childrens\\_info@bathnes.gov.uk](mailto:childrens_info@bathnes.gov.uk)  
Telephone: 01225 395393

## Department for Education

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

- Public Communications Unit Department for Education  
Sanctuary Buildings  
Great Smith Street  
London  
SW1P 3BT

Website: <https://www.gov.uk/government/organisations/department-for-education>

Email : <http://www.education.gov.uk/help/contactus>

Telephone: 0370 000 2288