

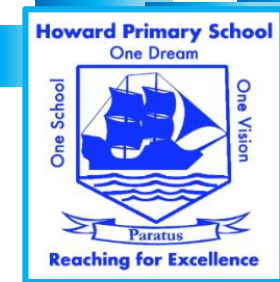
Who might we share personal data with?

We routinely share pupil information with:

- Schools that the pupils attend after leaving us.
- Croydon Local Authority.
- The Department for Education (DfE).
- School nurse teams.
- Public Health England (NHS).
- Educational Welfare Officers.
- Online education platforms (such as Mathletics).
- External companies who provide services such as text/e-mail messaging, on-line payments, etc.



Howard Primary School
Dering Place, Croydon,
CR0 1DT



GDPR and Data Protection

Your data, your rights.



Phone: 020 8688 4216

Email: office@howard.croydon.sch.uk

Your personal data

Howard Primary School is a data controller for the purposes of the General Data Protection Regulation. We know how important privacy is to our parents and the children we care for, therefore we take our duties under the Data Protection Act 2018 and the GDPR very seriously.

In school, we have a Data Protection Compliance Officer (Mr Govinden) and we also employ an external Data Protection Officer (this is a legal requirement). Our DPO is SCC DPO Services. Combined, their job is to oversee and monitor the school's data protection procedures and to ensure they are compliant with the GDPR.

The DPO can be contacted by email at DPO@sccgdprservices.co.uk.

Our Data Compliance Officer (DCO) can be contacted via the school office at office@howard.croydon.sch.uk.

Overseeing all data protection issues across the UK are the Information Commissioner's Office (ICO). The ICO are an independent authority set up to protect the data and privacy rights for all UK citizens. Their website contains lots of useful information: WWW.ICO.ORG.UK



What kind of information?

We collect a variety of pupil and parent information which we hold securely and may share with other regulated bodies when necessary. Some examples of the data we collect are:

- Personal information (contact details, including name, address, telephone number).
- Photographs.
- National curriculum assessment results.
- Attendance information.
- Personal characteristics, such as ethnicity, language, nationality, country of birth.
- Medical information.



Why do we collect it?

We collect data for a variety of reasons. Some examples are:

- To support your child's learning.
- To monitor and report on progress.
- To provide appropriate pastoral care.
- To protect pupil welfare and carry out safeguarding duties.
- To assess the quality of our services.

What are your rights?

Under data protection legislation, parents and pupils have the right to request access to personal data that we hold.

You also have the right to:

- Object to processing of personal data that is likely to cause, or is causing, damage or distress;
- Prevent anyone processing your data for the purpose of direct marketing.
- Have inaccurate personal data rectified, blocked, erased or destroyed;
- To withdraw your consent at any time, (however please note that schools do not require consent to process certain elements of your personal data).

To make a request for your personal data, or to be given access to your child's personal data please contact the school office who will provide you with the appropriate **Subject Access Request form**.

An important note - the school is allowed to refuse a request if providing that data would impact on the privacy of another person or if there is a safeguarding concern that could arise if that data were to be given to you.

