



The Federation of Lower Halstow Community and Newington Church of England Primary Schools

PRIVACY NOTICE

for

Pupils in Schools

Privacy Notice - Data Protection Act 1998

We **The Federation of Lower Halstow Community and Newington Church of England Primary School** are a data controller for the purposes of the Data Protection Act. We collect information from you, about your child, and may receive information about your child from their previous school and the Learning Records Service. We hold this personal data and use it to:

- Support your child's teaching and learning;
- Monitor and report on your child's progress;
- Provide appropriate pastoral care, and
- Assess how well your child's school is doing.

This information includes your child's contact details, national curriculum assessment results, attendance information and personal characteristics such as ethnic group, any special educational needs and relevant medical information.

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

We are required by law to pass some information about your child to the Local Authority and the Department for Education (DfE)

If you want to see a copy of the information about your child that we hold and/or share, please contact **Mrs Cathy Walker, Executive Headteacher on 01795 842344 (Lower Halstow) or 01795 842300 (Newington).**

If you require more information about how the Local Authority (LA) and/or DfE store and use your information, then please go to the following websites:

<http://www.kent.gov.uk> and

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

If you are unable to access these websites we can send you a copy of this information. Please contact the LA or DfE as follows:

- Kent County Council
County Hall
Maidstone
Kent ME14 1XQ
Email: county.hall@kent.gov.uk
24 hour helpline: 08458 247 247
- Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT
Website: www.education.gov.uk
email: <http://www.education.gov.uk/help/contactus>
Telephone: 0370 000 2288