**DENTON CP SCHOOL**

**Privacy Notice**

Denton CP School processes personal information about its pupils and is a ‘data controller’ for the purposes of the Data Protection Act 1998. We collect information from you and may receive information about you from your previous school.

We hold and use your information to support your teaching and learning, monitor and report on how well you are doing, provide you with pastoral care and to assess how well the school is doing.

The information we hold includes your contact details, national curriculum assessment results, attendance information[[1]](#footnote-1), your ethnic group, special educational needs and any relevant medical information.

We will not give information about you to anyone else outside the school without your permission unless the law and our rules permit it. We are required by law to pass some of your information on to East Sussex County Council and to the Department for Education.

**YOU CAN ASK TO SEE THE INFORMATION THAT WE HOLD ABOUT YOU**

**Denton CP School**

If you want to see a copy of the information we hold and share about you then please contact Mrs Helen Vidler, School Secretary.

**East Sussex County Council**

If you need to know about how East Sussex County Council stores and uses your information please see their website:

[www.eastsussex.gov.uk/dataprotection](http://www.eastsussex.gov.uk/dataprotection)

If you are unable to access this website, please contact:

Information Governance Officer-Children’s Services

East Sussex County Council, County Hall, St. Anne’s Crescent, Lewes.

BN7 1UE Tel: 01273 482901 CS.DPA@eastsussex.gov.uk

**Department for Education**

If you need to know more about how the DfE stores and uses your information please see their website:

<http://media.education.gov.uk/assets/files/doc>

If you are unable to access this website, the DfE can send you a copy of this information. Please contact:

Public Communications Unit

Department for Education

Sanctuary Buildings

Great Smith Street

London

SW1P 3BT

Tel: 0870 000 22 88

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

1. Attendance information is NOT collected as part of the Censuses for the Department for Education for the following pupils/children: in Nursery Schools; aged under 4 years in Maintained Schools; in Alternative Provision; in Early Years Settings. [↑](#footnote-ref-1)