

Privacy Notice - Pupil Support Services

What is the service being provided?	Pupil Support Services							
What personal data do we need from you?	Name*	Address	Known As name	Date of Birth				
	Emergency contacts including email address	Gender	Health and medical information	Parent/Carer names				
	Dietary information	Parent/Carer Relationship to child	Year Group*	Class name*				
	Attendance							
Who will be using your Personal Data?	Who is the Data Controller ?		Holgate Primary and Nursery School					
	Who is the Data Controller's Data Protection Officer ?		Tracy Mullaney					
	Are there any Data Processors ?		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>		
	Who are they?		NCC Targeted Support, Speech and Language therapist					
What will it be used for and what gives us the right to ask for it and use it?	The Purpose(s) :		To enhance education provision, inclusion and recreation					
	The Legal Condition(s) :		Consent					
	You may withdraw your consent at any time by contacting us							
Who else might we share your data with?		NCC Targeted Support, Speech and Language therapist						
Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?		No						
How long will your data be kept?	When will it stop being used?		In line with the main pupil record DoB +25 years					
	How long after this will it be deleted?		As above					
Our use of the data will be	Inform	<input checked="" type="checkbox"/>	Access	<input checked="" type="checkbox"/>	Rectify	<input checked="" type="checkbox"/>	Erase	<input checked="" type="checkbox"/>

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subject to your legal rights (marked if applicable):	Restrict <input checked="" type="checkbox"/>	Portable <input type="checkbox"/>	Object <input checked="" type="checkbox"/>	Automate <input type="checkbox"/>
As you are giving us your data directly to us:	This is the reason why we are allowed to ask for it and use it:	To enable the delivery of these services		
	This is what could happen if you refused to let us use your data for this purpose:	Your child will not be able to participate in these events		
Visit the following links for more information about Privacy Law, our obligations and your Rights:				
The ICO Guide to the General Data Protection Regulations 2016 The General Data Protection Regulations 2016				
If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:				
Postal Address	Holgate Primary School High Leys Road Hucknall Nottingham Nottinghamshire NG15 6EZ			
Email	dpo@holgateprimary.org			
Phone Number	0115 963 8649			
If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:				
Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF			
Online Form	https://ico.org.uk/concerns/handling/			
Phone Number	0303 123 1113			

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