



GREEN OAKS PRIMARY ACADEMY

Privacy Notice

General Data Protection Regulation (GDPR) 2018

The Greenwood Academies Trust (GAT) is the Data Controller for the purposes of the General Data Protection Regulation (GDPR) 2018.

Why do we collect and use your information?

The Academy collects and uses personal data on all pupils in the Academy in order to meet legal requirements and legitimate interests set out in the GDPR and UK law, including those in relation to the following:

- Articles 6 and 9 of the GDPR
- The Education Act 1996
- Regulation 5 of The Education (Information About Individual Pupils) (England) Regulations 2013

We collect information from and may receive information about pupils from previous schools and the **Learning Records Service**. The Academy holds this personal data and uses it to:

- Support a pupil's teaching and learning;
- Monitor and report on progress;
- Provide appropriate pastoral care; and
- Assess the performance of the Academy.

What data is collected?

This information includes contact details, National Curriculum assessment results, attendance information and personal characteristics such as ethnic group, any special educational needs and relevant medical information.

In line with Article 6 of the Regulation, the Academy considers the following information to be held in the public interest and therefore consent forms are not considered necessary:

- Pupil details – name/DOB/address/SEN needs/allergies/health data etc
- Parent details – names/contact information/address/relationship to pupil etc
- Staff details – names/addresses/contact information/salary/contracts/next of kin
- Behaviour – assessments/census data etc
- General school business – attendance/lesson planning/contact with parents etc

For the processing of any special categories of personal data (including racial/ethnic origin and the processing of genetic or biometric data), specific conditions as stated in Article 9 (2) must apply. These include explicit consent, vital interests of the data subject and the exercise or defence of legal claims.

We are required by law to pass some information about pupils to the Department for Education (DfE) and this, in turn will be available for the use of the Local Authority. The Trust also has a Data

Sharing Agreement with relevant Local Authorities through an automated and secure data exchange process. This is central to the success of integrated working across Trust Academies and the LA MIS systems, thus maintaining reliable and accurate pupil and school records.

The Academy provides data to identified services in order to support the education and development of our pupils. A comprehensive list of data recipients and the nature of the data shared is provided in Appendix 1 of this notice. We will not give information to anyone outside of the Academy without student consent unless the law and our rules allow us to.

Please refer to the Trust Privacy Policy for Pupils and Parents for more detailed information about data collection and sharing. This can be found on the Academy website or a copy can be obtained from the Academy office.

If you would like to see a copy of the information held and/or shared by the Academy, please contact the Academy.

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

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

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

Tel: 0370 000 2288

[Government guidance on Data Protection](#)



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Privacy Notice - Appendix 1

Data recipient and purpose of sharing	Student names	Date of birth	Characteristics*	Home contact details	Parental contact details	Examination results	Other
National Health Service colleagues for the purposes of administrating a vaccination programme and for dental checks	✓	✓		✓			
Braiswick Photographers for the purpose of connecting the photographs collected on the pupils' SIMs file.	✓						Class Admission number
Phonics Tracker for the purpose of monitoring academic progress in phonics, across Early Years and Key Stage 1	✓		✓			✓	
Cool milk for the purposes of cashless catering and printing	✓	✓	✓				
Premier Sports for the purposes of knowing children's names attending	✓						
Weston Favell swimming for the purposes of knowing children's names attending	✓						
gl-assessment.co.uk for the purposes of monitoring progress in literacy, English, mathematics, science and overall cognitive ability	✓	✓	✓			✓	
Tapestry for the purposes of monitoring academic progress in Early Years	✓	✓	✓	✓	✓		
Kingswood Caterers for the purposes of cashless catering and printing	✓	✓	✓				
SIMs for the purpose of monitoring academic progress and to facilitate effective communication	✓	✓	✓	✓	✓	✓	

Data recipient and purpose of sharing	Student names	Date of birth	Characteristics*	Home contact details	Parental contact details	Examination results	Other
edufocus.co.uk for the purposes of organising off-site educational visits	✓	✓	✓	✓	✓		Medical information
CPOMS for the purposes of logging child protection concerns	✓	✓	✓	✓	✓		
NCA Tools for the purposes of sharing pupil attainment data	✓	✓	✓			✓	
pixl.org.uk for the purposes of improving student exam results through sharing good practice	✓	✓	✓			✓	
groupcall.com (Messenger) to facilitate effective communication	✓	✓		✓	✓		
NMPAT for the purposes of knowing children's names attending	✓						
huddle.com for the purposes of collaborative working as part of the Academy's membership of the PIXL club (pixl.org.uk). Information about Huddle's compliance with the privacy shield certification (as a non-EU company) is available online by following the link.	✓	✓	✓			✓	
fftaspire.org for the purposes of improving pupil results	✓	✓	✓			✓	

**Nationally-defined personal characteristics descriptions ie gender, ethnicity, first language, pupil premium and free school meals eligibility*