



## Pocklington Community Junior School

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# WLP Privacy Notice – Pupils and Parents

## Pocklington Community Junior School

### General Data Protection Regulation (GDPR)

*(please note that any reference to GDPR may be subject to change as the Data Protection Bill progresses)*

*This Privacy Notice has been written to inform parents and pupils to schools within the Wolds Learning Partnership about what we do with individual's personal information. This Notice may be subject to change as the Data Protection Bill progresses.*

#### Who are we?

Pocklington Community Junior School is a school in the Wolds Learning Partnership (a Multi-Academy Trust), a 'Data Controller' as defined by Article 4 (7) of GDPR. This means that we determine the purposes for which, and the manner in which, your personal data is processed. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

The Trust has appointed Veritau Ltd to be its Data Protection Officer (DPO). The role of the DPO is to ensure that the Trust is compliant with GDPR and to oversee data protection procedures. Veritau's contact details are:

Information Governance  
Veritau Ltd  
County Hall  
Racecourse Lane  
Northallerton  
DL7 8AL  
[schoolsDPO@veritau.co.uk](mailto:schoolsDPO@veritau.co.uk)  
01609 532526



#### What information do we collect?

The categories of information that we collect, hold and share include the following:

- Personal information of pupils and their family members e.g. name, pupil number, DOB and address
- Educational attainment
- Free school meal eligibility
- Attendance information
- Assessment information
- Behavioural information
- Safeguarding information

We will also process certain 'special category' data about our pupils including:

- Relevant medical information- please note that where the pupil has a severe allergy or is thought to be at risk of needing emergency care for a medical issue then this will be shared with all the staff. We may do this in the form of photo identification in the staff room and kitchen to ensure that all staff are aware of the issues should an emergency situation arise
- Special Educational Needs and Disabilities information
- Race, ethnicity and religion
- Biometric data e.g. thumbprints

### **Why do we collect your personal data?**

We use the information we collect:

- to support pupil learning
- to monitor and report on pupil progress
- to provide appropriate pastoral care
- to assess the quality of our services