



## CHANTRY COMMUNITY PRIMARY SCHOOL

Barrack Road, Bexhill on Sea, East Sussex, TN40

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e-mail: [school@chantry.e-sussex.sch.uk](mailto:school@chantry.e-sussex.sch.uk)

website: [www.chantry.eschools.co.uk](http://www.chantry.eschools.co.uk)

Headteacher: Mrs Rebecca Reed BA (Hons) Ed



September 2017

## INFORMATION FOR PARENTS/CARERS AND CHILDREN

### PRIVACY NOTICE

**Chantry Community Primary 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 your school is doing.

The information we hold includes you and your child's contact details, national curriculum assessment results, attendance information<sup>1</sup>, ethnic group, special educational needs and any relevant medical information.

Sometimes we will use secure websites to support us with our school processes. These currently include tracking for assessment, school website, Facebook, Parentpay and educational learning sites ie; maths & reading programmes. We take all measures to transfer data securely.

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

DfE may also share pupil level personal data that we supply to them, with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1998.

For more information on how this sharing process works, please visit:

<https://www.gov.uk/guidance/national-pupil-database-apply-for-a-data-extract>

## YOU CAN ASK TO SEE THE INFORMATION WE HOLD ABOUT YOU

### **Chantry Community Primary School**

If you want to see a copy of the information we hold and share about you then please contact the School Business Manager, Mrs Jo Roadway in writing.

### **East Sussex County Council**

If you need to know more 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:

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<sup>1</sup> Attendance information is **NOT** collected as part of the Censuses for the Department for Education for the following pupils / children - a) in Nursery schools; b) aged under 4 years in Maintained schools; c) in Alternative Provision; and d) in Early Years Settings.

Information Governance Officer  
Children's Services  
**East Sussex County Council**  
County Hall  
St Anne's Crescent  
Lewes  
BN7 1UE

 01273 335645  
 [CS.DPA@eastsussex.gov.uk](mailto:CS.DPA@eastsussex.gov.uk)  
 [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk)

### **Department for Education**

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

<https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>