

At Romsey Abbey C of E Primary School we are the data controller for the purposes of the Data Protection Act. We collect information from you about your child(ren) and may receive information about them from their previous school and Hampshire County Council. We hold this personal data and use/share it to:

- Support your child(ren)'s teaching and learning;
- Monitor and report on their progress;
- Contribute to improving your child(ren)'s health and reducing inequalities;
- Provide appropriate pastoral care;
- Statistical forecasting and planning; and
- Assess how well their school is doing.

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

We will not give information about your child(ren) to anyone outside the school without your consent unless the law allows us to.

We are required by law to pass some information about your child(ren) to the Local Authority and the Department for Education (DfE)

We also have local arrangements in place where the school exchanges information with the school nurse.

If you want to see a copy of the information about your child(ren) that we hold and/or share, please contact Michelle Bishop in the School Office.

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

For Hampshire County Council:

The County Council has their own privacy notice, which can be accessed via the following link:

[http://www3.hants.gov.uk/hcc\\_csd\\_privacy\\_notice\\_-\\_generic\\_sept\\_2014\\_-2.doc](http://www3.hants.gov.uk/hcc_csd_privacy_notice_-_generic_sept_2014_-2.doc)

To see how your information is used by the LA:

<http://www3.hants.gov.uk/education/schools/schoolsdataprotection.htm#section242880-3>

and

For the DfE:

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

If you are unable to access these websites we can send you a copy of this information. Please contact the LA or DfE as follows:

Data Protection Team

Children's Services

Elizabeth II Court (North)

The Castle

WINCHESTER

SO23 8UQ

Website: <http://www3.hants.gov.uk/learning>

Email: [childrens.services.dp@hants.gov.uk](mailto:childrens.services.dp@hants.gov.uk)