



## Brandesburton Primary School PRIVACY NOTICE

*Pupils in Schools, Alternative Provision and Pupil Referral Units  
and children in Early Years Settings*

### Privacy Notice - Data Protection Act 1998

We, Brandesburton Primary School, are the Data Controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data and use it to:

- Support your learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well we are doing.

Information about you that we hold includes your contact details, national curriculum assessment results, attendance information<sup>1</sup> and personal characteristics such as your ethnic group, any special educational needs you may have and any relevant medical information.

***We will not give information about you to anyone outside the school without your consent unless the law and our rules allow us to.***

We are required by law to pass some information about you to our Local Authority (LA) and the Department for Education (DfE)

If you want to receive a copy of the information about you that we hold or share, please contact Mrs S Clark (School Administrator)

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

<http://www2.eastriding.gov.uk/council/governance-and-spending/protecting-your-personal-information/data-protection> and

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

If you cannot access these websites, please contact the LA or DfE as follows:

- Customer Services, East Riding of Yorkshire Council (01482) 393939
- Public Communications Unit, Department for Education,  
Sanctuary Buildings, Great Smith Street, London SW1P 3BT  
Website: [www.education.gov.uk](http://www.education.gov.uk)  
email: [www.education.gov.uk/help/contactus](mailto:www.education.gov.uk/help/contactus)  
Telephone: 0370 000 2288

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<sup>1</sup> Attendance 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.