Privacy Statement

This Privacy Notice pertains to the school workforce employed or otherwise engaged to work at a school or academy within the Thomas Deacon Education Trust (TDET).

Data Protection Act 1998

The TDET is the Data Controller for the purposes of the Data Protection Act. Personal data is held by the Trust's schools about those employed or otherwise engaged to work at the schools. This is to assist in the smooth running of the schools and/or enable individuals to be paid. This personal data includes some or all of the following: identifiers such as name and National Insurance Number; characteristics such as ethnic group; employment contract and remuneration details; post "A" level qualifications; and absence information.

The collection of this information will benefit both data users by:

• improving the management of school workforce data across the sector;

• enabling a comprehensive picture of the workforce and how it is deployed to be built up;

• informing the development of recruitment and retention policies;

• allowing better financial modelling and planning;

• enabling ethnicity and disability monitoring.

TDET is required to pass on some of this data to the Department for Education.

If you require more information about how the Department for Education stores and uses this data please go to the following website:

http://www.education.gov.uk/schools/adminandfinance/schooladmin/ims

If you are unable to access this website, please contact the TDET or the Department for Education as follows:

Thomas Deacon Education Trust	**Public Communications Unit**
Queen's Gardens	Department for Education
Peterborough	Sanctuary Buildings
PE1 2UW	Great Smith Street
Website: www.tdet.education	London
Email: enquiries@tdet.education	SW1P 3BT
Tel: 01733 426060	Website: www.education.gov.uk
	Email: info@education.gsi.gov.uk
	Telephone: 0370 000 2288

We will not give information about you to anyone outside the school, TDA Education Trust or the DfE without your consent unless the law and our rules allow us to.