



Policy:	Privacy Notice for Pupils
Owner:	TDET ICT
Approving Board:	Resources Committee
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## **What is Personal Data?**

Personal data is information about you. This is information that could potentially identify you. This includes your name, your date of birth, your address, and phone number.



## **What Personal Data do we Collect?**

Your information, including your name, address and date of birth;

Your school grades and records;

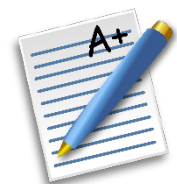
Safeguarding information;

Medical information;

Attendance records;

Photographs and CCTV;

Information about your homelife.



## **Why do we need this Information?**

We have a duty of care under the law to you. The law states that we need this information to know who is attending the Academy and to provide you with an education.

It is important for us to keep you safe and hold this information to enable us to do this.

## **Who do we Share Your Data With?**

It is important for us to share some of this information with the police, the NHS and exam boards.

We must also share this information with the local authority.

We share information with other schools and colleges you may wish to attend.



### **Where do we Keep this Data?**

We keep this data within the Academy, in a large manner of ways. This could be in files under lock and key or on a computer system that is protected with strong security.



### **How long do we keep this data for?**

We often review our files to ensure we are only holding the documents we need. Once you leave the Academy, we may be required to keep some information about you.

**Any questions, please contact your Head of Year or the Trust's Data Protection Officer, Judicium Education at [dataservices@judicium.com](mailto:dataservices@judicium.com).**