

St Andrew the Apostle Catholic Primary School

Privacy Notice - Data Protection Act 1998

We, St Andrew the Apostle Catholic Primary School, are a 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 / provider and the Learning Records Service. We hold this personal data and use it to:

- Support teaching and learning;
- Monitor and report on progress;
- Provide appropriate pastoral care, and
- Assess how well school is doing.

This information includes your contact details, national curriculum assessment results, attendance information¹ and personal characteristics such as your ethnic group, any special educational needs and 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 the Local Authority and the Department for Education (DfE)

If you want to see a copy of the information about you that we hold and/or share, please contact Mrs E Bakstad. If you require more information about how the Council and/or DfE store and use this data please visit:

The Council at www.knowsley.gov.uk and search for Privacy Notice
or the Department for Education (DfE) at www.education.gov.uk

If you are unable to access these websites, please contact the Council or DfE as follows:

Data Protection Officer
Knowsley Metropolitan Borough Council
PO Box 24
Archway Road
Huyton
L36 9YZ
e-mail: data.protection.officer@knowsley.gov.uk

Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT

¹ Attendance is not collected for pupils under 5 at Early Years Settings or Maintained Schools as part of Censuses for the Department for Education.

Website:

www.education.gov.uk

email:

<http://www.education.gov.uk/help/contactus>

Dream it! Believe it! Reach it!