



## Fair Processing Notice

Kineton Green Primary School processes personal data about its pupils and is a "data controller" in respect of this for the purposes of the Data Protection Act 2018. It processes this data to:

- support its pupils' teaching and learning;
- monitor and report on their progress;
- provide appropriate pastoral care, and
- assess how well the School as a whole is doing.

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

This data may only be used or passed on for specific purposes allowed by law. From time to time the School is required to pass on some of this data to local authorities, and to agencies that are prescribed by law. All these are data controllers in respect of the data they receive, and are subject to the same legal constraints in how they deal with the data.

Pupils, as data subjects, have certain rights under the Data Protection Act, including a general right to be given access to personal data held about them by any data controller. The presumption is that by the age of 12 a child has sufficient maturity to understand their rights and to make an access request themselves if they wish. A parent would normally be expected to make a request on a child's behalf if the child is younger.

If you wish to access your personal data, or that of your child, then please contact Mrs D Le Grys, Data Protection Officer, at Kineton Green Primary School, who also acts as the contact point for any access requests.

Your attention is drawn to the School Privacy Policy, which gives greater details of how the pupil data is processed and the rights of parents and pupils. Either can be obtained by contacting the School Data Protection Officer.