

## Privacy Notice Table

**Table 1 – Personal information we are required to process to comply with the law**

Information Type	Relevant Legislation	Special Category – additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Special Education Needs Report	Children's and Families Act 2014, section 69		Local Authority	Legal Obligation
Attendance register	Education (Pupil Registration) (England) Regulations 2006, Regulation 4,10,11 and 12		OFSTED, Local Authority	Legal Obligation
Common Transfer file	Education (Pupil Registration) (England) Regulations 2005, Regulation 6		School pupil transfers to	Legal Obligation
Safeguarding Information	Education Act 2002, section 175 Children's Act 1989, section 17,47, 83 Children's Act 2004, Section 11		Local Authority	Legal Obligation
Admissions Register	Education (Pupil Registration) (England) Regulations 4,10,11,14 and 15		OFSTED, Local School, Local Authority	Legal Obligation
Curricular Record including Assessment and achievement data	Education (Pupil Information) (England) Regulations 2005, Regulation 4		OFSTED, Local School, Local Authority	Legal Obligation
Educational Record	Education (Pupil Information) (England) Regulations 2005, Regulations 5 and 6		Parents, Local school	Legal Obligation
Pupil Information ie: name, age, address, Emergency Contact details	Education (Information About Individual Pupils) (England) Regulations 2013, Regulations 3 and 5		Department of Education – school census. Other schools when pupils transfers	Legal Obligation
Medical/Dietary Allergies		Necessary for preventative or occupational medicine	Department of Education – school census. Other schools when pupils transfers	Legal Obligation
School Census	Education Act 1996, Sections 537 & 537A and accompanying regulations		Department of Education	Legal Obligation

**Table 2 – Personal Information we are required to process as it is necessary to protect someone's vital interests**

Information Type	Special Category – additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Medical Information	Necessary to protect vital interests of the data subject or another person where the data subject is physically or legally incapable of giving consent'	Medical staff ie: paramedics/ambulance	Vital Interests
Religious belief	Necessary to protect vital interests of the data subject or another person where the data subject is physically or legally incapable of giving consent	Medical staff ie: paramedics/ambulance	Vital Interests

**Table 3 – Personal information we required to process with the consent of the individual to whom that information 'belongs'**

Information Type	Special Category – additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Photographs		Government agencies, eg: Department of Education	Consent
Email address		Not shared	

**Table 4 – Personal information we are required to process because it is necessary to do so in order to perform a public task**

Information Type	Special Category – additional lawful reason	Third Parties with whom we share the information	Lawful reason for sharing
Pupil Information ie: name, age, address. Parent detail, Emergency contact details		Department of Education – School Census. Other schools when pupils transfer	Legal Obligation
Learning Journal and Staff Observation		OFSTED, Parents, Health such as Speech and Language	Public Task and Legal Obligation
Safeguarding Information, Medical, Special Education Needs		Local Authority, Health, Parents	Legal Obligation
Educational and Safeguarding Information used internally for the purpose of educating and			

protecting the welfare of children			
Educational Assessment Tools to support teachers, parents can monitor pupils' progress		Dojo, Timestables Superstars,	Public Task