



# KINGSWOOD PRIMARY ACADEMY

## Privacy Notice

### General Data Protection Regulation (GDPR) 2018

The Greenwood Academies Trust (GAT) is the Data Controller for the purposes of the General Data Protection Regulation (GDPR) 2018.

#### Why do we collect and use your information?

The Academy collects and uses personal data on all pupils in the Academy in order to meet legal requirements and legitimate interests set out in the GDPR and UK law, including those in relation to the following:

- Articles 6 and 9 of the GDPR
- The Education Act 1996
- Regulation 5 of The Education (Information About Individual Pupils) (England) Regulations 2013

We collect information from and may receive information about pupils from previous schools and the **Learning Records Service**. The Academy holds this personal data and uses it to:

- Support a pupil's teaching and learning;
- Monitor and report on progress;
- Provide appropriate pastoral care; and
- Assess the performance of the Academy.

#### What data is collected?

This information includes contact details, National Curriculum assessment results, attendance information and personal characteristics such as ethnic group, any special educational needs and relevant medical information.

In line with Article 6 of the Regulation, the Academy considers the following information to be held in the public interest and therefore consent forms are not considered necessary:

- Pupil details – name/DOB/address/SEN needs/allergies/health data etc
- Parent details – names/contact information/address/relationship to pupil etc
- Staff details – names/addresses/contact information/salary/contracts/next of kin
- Behaviour – assessments/census data etc
- General school business – attendance/lesson planning/contact with parents etc

For the processing of any special categories of personal data (including racial/ethnic origin and the processing of genetic or biometric data), specific conditions as stated in Article 9 (2) must apply. These include explicit consent, vital interests of the data subject and the exercise or defence of legal claims.

We are required by law to pass some information about pupils to the Department for Education (DfE) and this, in turn will be available for the use of the Local Authority. The Trust also has a Data Sharing Agreement with relevant Local Authorities through an automated and secure data exchange process. This is central to the success of integrated working across Trust Academies and the LA MIS systems,

thus maintaining reliable and accurate pupil and school records.

The Academy provides data to identified services in order to support the education and development of our pupils. A comprehensive list of data recipients and the nature of the data shared in provided in Appendix 1 of this notice. We will not give information to anyone outside of the Academy without student consent unless the law and our rules allow us to.

Please refer to the Trust Privacy Policy for Pupils and Parents for more detailed information about data collection and sharing. This can be found on the Academy website or a copy can be obtained from the Academy office.

If you would like to see a copy of the information held and/or shared by the Academy, please contact the Academy.

If you require more information about how the Local Authority (LA) and/or DfE store and use your information, then please go to your relevant Local Authority website.

If you are unable to access the website, we can send you a copy of this information. Please contact the DfE as follows:

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

**Tel:** 0370 000 2288

[Government guidance on Data Protection](#)



# KINGSWOOD PRIMARY ACADEMY

## Privacy Notice - Appendix 1

Data recipient and purpose of sharing	Student names	Date of birth	Characteristics*	Home contact details	Parental contact	Examination results	Other
<b>National Health Service</b> colleagues for the purposes of administering a vaccination programme	✓	✓		✓			
<b>parentseveningsystem.co.uk</b> to enable you to book appointments on-line	✓			✓			Student timetables
<b>NMPAT</b> Music service	✓						
<b>Police</b> for safeguarding vulnerable pupils	✓	✓	✓	✓	✓		
<b>Bikeability</b> for cycling proficiency	✓						
<b>CYPS</b> for safeguarding vulnerable pupils	✓	✓	✓	✓	✓		
<b>The Voice</b> for safeguarding vulnerable pupils	✓	✓	✓	✓	✓		
<b>Woodnewton Nurture Group</b> for safeguarding vulnerable pupils	✓	✓	✓	✓	✓	✓	
<b>Braiswick Photography</b> for individual and family photographs	✓						
<b>Northamptonshire County Council</b> for transport information	✓	✓		✓	✓		
<b>groupcall.com (Messenger)</b> to facilitate effective communication	✓	✓		✓	✓		
<b>CAMHS</b> for safeguarding vulnerable pupils	✓	✓					
<b>E4education</b> for the use of our website	✓						
<b>Evolve</b> for the purposes of organising off-site educational visits	✓	✓	✓				Medical information
<b>National Health Service</b> School nurse, Star SEN, Education Physiologist, Speech and Lang Therapy, ADHD/ASD Team, Community Paediatrician and GPs	✓	✓	✓	✓	✓		
<b>Arbor</b> pupil database	✓	✓	✓	✓	✓	✓	
<b>pixl.org.uk</b> for the purposes of improving student exam results through sharing good practice			✓			✓	
<b>Purple Mash</b> for the purpose of providing additional learning material	✓						

Data recipient and purpose of sharing	Student names	Date of birth	Characteristics*	Home contact details	Parental contact	Examination results	Other
<b>fftaspire.org</b> for the purposes of improving student exam results	✓	✓	✓			✓	
<b>JCA Residential</b> to ensure pupils safety whilst on residential trips	✓	✓	✓				
<b>huddle.com</b> for the purposes of collaborative working as part of the Academy's membership of the PIXL club (pixl.org.uk). Information about Huddle's compliance with the <a href="#">privacy shield certification</a> (as a non-EU company) is available online by following the link.	✓	✓	✓			✓	Employee names
<b>Northamptonshire County Council</b> for the purpose of successful school admissions, free school meals etc.	✓	✓	✓	✓	✓		
<b>Kingswood Caterers</b> for the efficient running of our school meals	✓						
<b>Corby Swimming Pool</b> for the safeguarding of pupils during swimming lessons	✓		✓				
<b>Coolmilk</b> for the purpose of providing milk	✓		✓				
<b>Nursery Milk</b> for the purpose of providing milk to our nursery children	✓						
<b>Inventry</b> for the purpose of safeguarding	✓						
<b>Class Dojo</b> for the purpose of providing additional learning material	✓						
<b>Kingswood Community Support</b> for the purpose of supporting our families	✓						
<b>Tapestry</b> for the purpose of providing additional learning material	✓	✓	✓				
<b>CPOMS</b> for the safeguarding of vulnerable pupils	✓	✓	✓				
<b>Social Services/MASH Team</b> for the safeguarding of vulnerable pupils	✓	✓	✓	✓	✓		
<b>Corby Borough Council</b> for the purpose of Town Sports Competitions	✓	✓	✓	✓	✓		
<b>Department of Education</b> for safeguarding purposes	✓	✓	✓			✓	
<b>Twitter/Facebook/You Tube</b> for communication purposes							Photo
<b>ePEP System (Virtual School)</b> for the safeguarding of vulnerable pupils	✓	✓	✓	✓	✓	✓	
<b>Sleep Solutions</b> to support parents	✓	✓	✓	✓	✓		
<b>Corby School Sports Partnership</b> for safeguarding purposes	✓	✓	✓	✓	✓		

Data recipient and purpose of sharing	Student names	Date of birth	Characteristics*	Home contact details	Parental contact	Examination results	Other
<b>Junior Librarian</b> for the purpose of providing additional learning material	✓						
<b>Pobble</b> for the purpose of providing additional learning material	✓						
<b>Spelling Shed</b> for the purpose of providing additional learning material	✓						
<b>TT Rockstars</b> for the purpose of providing additional learning material	✓						
<b>Little Wandle</b>	✓						
<b>Insight Tracking</b>	✓		✓			✓	
<b>Parent Pay</b>	✓		✓		✓		
<b>Wonde</b>	✓	✓	✓	✓	✓	✓	Photo – MIS System

*\*Nationally-defined personal characteristics descriptions ie gender, ethnicity, first language, pupil premium and free school meals eligibility*