



Bracken Hill School

Processing under 'Consent'

(Excluding use of Photograph and Video)

Privacy Notice

Please be advised that not all of this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.

What is the service being provided?	School Trips, Schools clubs, Pupil Support Services, Sporting Activities			
What personal data do we need from you?	Name, Address, Date of Birth, SEN, Medical Info, Emergency Contact Details, Photo's			
Who will be using your Personal Data?	Who is the Data Controller ?	Bracken Hill School		
	Who is the Data Controller's Data Protection Officer ?	Mrs Austin		
	Are there any Data Processors ?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Who are they?	Sporting Event Organisers, Residential providers, alternative education providers, travel operators, school nursing team, SALT, Educational professionals e.g. Psychologists, CAMHS, therapy providers e.g. OT, Music, Extracurricular clubs		
What will it be used for and what gives us the right to ask for it and use it?	The Purpose(s) :	To enhance education provision, inclusion and recreation		
	The Legal Condition(s) :	Consent		
	You may withdraw your consent at any time by contacting us			
Who else might we share your data with?	Sporting Event Organisers, Residential providers, alternative education providers, travel operators, school nursing team, SALT, Educational professionals e.g. Psychologists, CAMHS, therapy providers e.g. OT, Music, Extracurricular clubs			

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above is permitted without the prior written permission of Essex County Council. Those infringing Essex County Council's copyright may be subject to prosecution, claims for damages or other legal action.

Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?		No	
How long will your data be kept?	When will it stop being used?	Trips, Clubs and Sporting Activities, 1 month following the event, with the exception of photographs which are destroyed when pupils leave school. Pupil Support Services, when pupils leave school some documents may be kept for longer periods of time in line with the retention schedule.	
	How long after this will it be deleted?	As above	
Our use of the data will be subject to your legal rights (marked if applicable):	Inform <input checked="" type="checkbox"/>	Access <input checked="" type="checkbox"/>	Rectify <input checked="" type="checkbox"/> Erase <input checked="" type="checkbox"/>
	Restrict <input checked="" type="checkbox"/>	Portable <input type="checkbox"/>	Object <input checked="" type="checkbox"/> Automate <input type="checkbox"/>
As you are giving us your data directly to us:	This is the reason why we are allowed to ask for it and use it:	To enable the delivery of these services	
	This is what could happen if you refused to let us use your data for this purpose:	Your child will not be able to participate in these events	
Visit the following links for more information about Privacy Law, our obligations and your Rights:			
The ICO Guide to the General Data Protection Regulations 2016 The General Data Protection Regulations 2016			
If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:			
Postal Address	Mrs Austin, Bracken Hill School, Chartwell Road, Kirkby in Ashfield, Nottinghamshire, NG17 7HZ		
Email	dataprotection@brackenhill.notts.sch.uk		
Phone Number	01623 477268		
If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:			
Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF		
Online Form	https://ico.org.uk/concerns/handling/		
Phone Number	0303 123 1113		

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