



MANORSIDE
ACADEMY

MANORSIDE ACADEMY PRIVACY NOTICE

Privacy Notice – Data Protection Act 1998

We, Manorside Academy as part of Ambitions Academies Trust, are a data controller for the purposes of the Data Protection Act. We collect personal information from you and may receive information about you from your previous school and the Learning Record Service. We hold this personal data to:

- a) Support your learning;
- b) Monitor and report on your progress;
- c) Provide appropriate pastoral care, and
- d) Assess how well we are doing.

Information about you that we hold includes your contact details, national curriculum assessment results, attendance information and personal characteristics such as your ethnic group, any special educational needs you may have and relevant medical information.

We will not give information about you to anyone without your consent unless the law and our policies allow us to.

We are required by law to pass some information about you to the Department for Education (DfE) and, in turn, this will be available for the use of the Local Authority (LA).

If you want to receive a copy of the information about you that we hold or share, please contact Mrs S Rempel (Associate Principal).

If you need more information about how the LA and DfE store and use your information, then please go to the following website:

<http://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

If you cannot access this website, please contact the DfE as follows:

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

Website: <http://www.gov.uk/government/organisations/department-for-education>

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

Telephone: 0370 000 2288

Key:

LA – Local Authority

DfE – Department for Education

High Expectations lead to High Achievers