Education Privacy Notice

The Data Protection Act protects the personal data about you by setting rules and conditions which apply to all users of personal information, such as Havering Council ("the Council"). More information can be found on www.havering.gov.uk/dataprotections.

It is anticipated that staff, and young people over the age of 12 with the maturity to make their own decisions, should generally be able to request to see their personal information themselves (For children under 12, their parents will act on their behalf).

In any event, it will be for the school, as data controller, to assess whether the child is capable of understanding the personal information in question, and so decide whether the parent needs to make the request on the child's behalf.

- Under Data Protection everyone has the right to know what information is being held about them, how it is recorded and why
- Each school holds personal information on each pupil
- Parents of pupils under 12 and pupils over 12 must be told via a Privacy Notice that this information is being used
- School staff and children in need/looked after by the local authority will also be told via a Privacy Notice about the information being used
- The Council and/or the Department for Education will need to make hard copies of their website information available to those without web access

The Council uses information about children for whom it provides services, to enable it to carry out specific functions for which it is responsible, such as the assessment of any special educational needs the child may have.

We also use the information to derive statistics to inform decisions on (for example) the funding of schools, and to assess the performance of schools and set targets for them.

The statistics are used in such a way that individual children cannot be identified from them.

Organisations that have access to this information

- Local Councils
- Department for Education
- Connexions
- Ofsted
- Examination Boards
- Managing Information Across Partners (MIAP)

How is this information used?

The Council will use information about its school workforce for research and statistical purposes, and to evaluate and develop education policy and strategies. We may also use it to support and monitor schools regarding sickness and recruitment of staff.

The statistics are used in such a way that individual staff cannot be identified from them.

If you wish to access the personal data which Department for Education hold about your child, then please contact the Public Communications Unit at the Department for Education at:

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