

Privacy Notice - Data Protection Act 1998

Dear Parents / Carers,

Cheadle Heath Primary School is a data controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your child's previous school and the Learning Records Service. We hold this personal data and use this it to:

- Support your child's teaching and learning;
- Provide appropriate support and pastoral care including access to relevant support services that may be required;
- Monitor and report on your child's progress
- Assess how well your child's school is doing.

This information includes contact details, national curriculum assessment results, attendance information and personal characteristics such as your child's ethnic group, any special educational needs, relevant medical information and details of services provided.

Who we share data with:

We will not give information about your child to anyone outside this establishment without your consent unless the law and the school's rules permit it. We are required by law to pass some of your child's information to the Local Authority (LA) for monitoring, tracking and provision of appropriate services, and to the Department for Education (DfE). The LA and the DfE in turn are required to share some information with trusted partners including the PCT. Appropriate data will be used by certain Local Authority services to provide the best support possible to children and young people. For further details, please refer to the section "Where to Find Further Information" in this notice.

Where to Find Further Information

If you want to see a copy of the information we hold and share about your child then please contact the school office. If you require more information about how the Local Authority (LA) and/or DfE store and use your information, then please go to the following websites:

- http://www.stockport.gov.uk/services/councildemocracy/your_council/freedomofinformation/dataprotection/dataprotection/privacynotices
- <http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

If you are unable to access these websites we can send you a hard copy of this information. Please contact the LA or DfE as follows:

Stockport Council Telephone: 0161 217 6028	Public Communications Unit Department for Education Sanctuary Buildings Great Smith Street London SW1P 3BT Website: www.education.gov.uk email: http://www.education.gov.uk/help/contactus Telephone: 0370 000 2288
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Yours sincerely,

Christine Meekley
Headteacher