

Poplar Street Primary School

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Privacy Notice - Data Protection Act 1998

Poplar Street Primary School are a data controller for the purposes of the Data Protection Act. We collect information from your child and may receive information about them from their previous school and the Learning Records Service. We hold this personal data and use it to:

- Support teaching and learning;
- Monitor and report on progress;
- Provide appropriate pastoral care, and
- Assess how well school is doing.

This information includes your contact details, national curriculum assessment results, attendance information and personal characteristics such as ethnic group, any special educational needs and relevant medical information. If you or your child is enrolling for post 14 qualifications we will be provided with your unique learner number (ULN) by the Learning Records Service and may also obtain from them details of any learning or qualifications you have undertaken.

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

We are required by law to pass some information about your child to the Local Authority and the Department for Education (DfE)

If you want to see a copy of the information about your child that we hold and/or share, please contact the school office team.

If you require more information about how the Local Authority (LA) and/or DfE store and use this information, then please go to the following websites:

http://www.tamesideschoolsupport.net/index.php?option=com_content&view=article&id=1616&Itemid=252

<http://media.education.gov.uk/assets/files/doc/w/what%20the%20department%20does%20with%20data%20on%20pupils%20and%20children.doc>

<http://www.education.gov.uk/researchandstatistics/childrenandyoungpeople/a0064391/who-the-department-passes-pupil-data-to>

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

- **Janet Robinson by email: janet.robinson@tameside.gov.uk**
- 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