



DfE Privacy Notice – Data Protection Act

Stockport School links in with the requirements of The Data Protection Act (DPA) 1998. In relation to this Act, all schools have been asked by The Department for Education (DfE) to issue a Privacy Notice (PN), to students and parents summarising the information held about students, why it is held, and the third parties to whom it may be passed on to.

Stockport School has a responsibility to issue the Privacy Notice attached for your information, these have been produced by the DfE, and adapted accordingly by the school. The Privacy Notice outlines what types of information we hold about our students and what other agencies are legally entitled to access them, and for what reason.

I would advise you to read through the attached Notice so that you are clear on the responsibilities that we have, and to whom. As a student (aged 16 and over) and as a parent, there are rights for you to opt out from the provision of information beyond name and address (of both student and parent) to the youth services provider under the Learning Skills Act 2000. This is explained further in the Privacy Notice attached. If you do wish to opt out of these youth services, then the school requires you to put your request in writing, addressed to Mrs K. Hill, Office Manager, Stockport School, Mile End Lane, Stockport, SK2 6BW. It will be assumed that all students automatically have access to this service, unless notified otherwise by you as a student or as a parent.

Privacy Notice - Data Protection Act 1998

We, Stockport School, are the Data Controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about you from your previous school. We hold this personal data and use it to:

- support your teaching and learning
- monitor and report on your progress
- provide appropriate pastoral care
- assess how well your school is doing

This information includes your contact details, national curriculum assessment results, attendance information, characteristics such as ethnic group, special educational needs and any relevant medical information.

We will not give information about you to anyone outside the school without your consent unless the law and our rules permit it. We are required by law to pass some of your information to the Local Authority (LA), Department for Education (DfE) and Exam Boards. If you want to see a copy of the information we hold and share about you then please put your request **in writing** to Mrs K. Hill, Office Manager, at the school.

If you require more information about how the LA and/or DfE store and use this data please go to the following website:

<http://www.education.gov.uk/schools/adminandfinance/schooladmin/jms/datacollections/schoolcensus/a0064418/privacy-notice-for-the-school-census>

If you are unable to access these websites, please contact the DfE as follows:

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

In addition for Secondary Schools

Once you are aged 13 or over, we are required by law to pass on certain information to the provider of youth support services in your area. This is the local authority support service for young people aged 13 to 19 in England. We must provide the address of you and your parents (and your date of birth) and any further information relevant to the support services' role.

However, until you are aged 16 or older, your parent(s) can ask that no information beyond your name, address and date of birth (and their name and address) be passed on to the youth services provider. This right transfers to you on your 16th birthday.

Please inform Mrs K. Hill, Office Manager, **in writing** if this is what you or your parents wish.

For more information about young peoples' services, please go to the Directgov Young People page at www.direct.gov.uk/en/YoungPeople/index.htm or the LA website shown above.