

Privacy Notice - Data Protection Act 1998

We, The Astley Cooper School hold personal data about our children in care or those children to whom we provide services, and use this data to:

- Support children and monitor their progress;
- Provide appropriate support and pastoral care; and
- Assess how well the Local Authority (LA) as a whole is doing.

This information includes personal characteristics and details for the services we provide.

We are required to pass on some of this information (but not the names of individual children) to the Department for Education (DfE) who use it to help with their policy development, LA performance management and funding and to assist with the development of good practice.

If you want to see a copy of the information we hold and share about you then please contact the school office.

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

- <http://www.hertsdirect.org/services/edlearn/privsch/> and
- <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

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

- Data Protection Team
Information Governance Unit
Room C1
County Hall
Pegs Lane
Hertford
SG13 8DQ
email: data.protection@hertfordshire.gov.uk
- Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT
Website: www.education.gov.uk
email: info@education.gsi.gov.uk Telephone: 0870 000 2288