

# LARNE AND INVER PRIMARY SCHOOL



## DATA PROTECTION PRIVACY STATEMENT

FOR

### PUPILS & PARENTS/FAMILIES/CARERS/LEGAL GUARDIANS REGARDING USE OF PERSONAL INFORMATION IN EDUCATIONAL SETTINGS

#### Data Protection Statement 2018

The information provided on the Data Capture Form by you to Larne and Inver Primary School is required by us for educational purposes. When we process your personal information, for example, collect it on a form or store it in a file or on a computer, the school is obliged to comply with the General Data Protection Regulation (GDPR).

We will process your personal information on the legal basis that it is part of our legal requirement to do so.

We will not share the personal information you provide to us on the Data Capture Form with any third party and will destroy the form at the end of the academic year.

Your personal information will not be shared or processed for any other purpose without your express consent.

We have published a detailed Privacy Notice on our website

<http://larneandinverps.co.uk/parent-area/privacy-notice/>

and we have hard copies available at our school office.

Our Privacy Notice provides further information on how and why we process your personal information as well as details on how to contact us if you have any questions or concerns. Please read our Privacy Notice carefully before completing the Data Capture Form.

If you have any questions or require any additional information, please feel free to contact Mr Patterson.