



BPET Privacy Notice – Parents and Carers

Signed:	
Chair of Trust Board:	Claire Delaney
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1. Introduction
 - 1.1 Under data protection law, individuals have a right to be informed about how the Trust and its Academies use any personal data that is held about them. We, the Bellevue Place Education Trust, comply with this right by providing Privacy Notices to individuals where we are processing their personal data.
2. Document Purpose
 - 2.1 The purpose of this Privacy Notice is to explain how the Trust collects, stores and uses personal data about your child.
3. Definitions
 - 3.1 Trust means all Academies within the Bellevue Place Education Trust, as well as Head Office and central services operations.
 - 3.2 Executive Leadership Team means the Chief Executive Officer (020 8996 2000) and the direct line (020 8996 2000)
4. Privacy Notice – Parents/Carers
 - 4.1 Data Controller and Processors
 - 4.1.1 BPET is the Data Controller for the purposes of data protection law and therefore will determine the purposes for which personal data is processed. Your Academy and (under the direct supervision/control) the Trust and are therefore Data Processors.
 - 4.1.2 The postal address of the Trust is:

Bellevue Place Education Trust
 Kilburn Grange School
 Brent
 London
 NW6 7UJ
 - 4.1.3 The Trusts DPO is Richard Crompton
 - 4.1.4 The Trust will ensure that your personal data is processed fairly and lawfully, is accurate, is kept secure and is retained for no longer than is necessary.
 - 4.1.5 The Trust and its Academies will ensure that your personal data is processed fairly and lawfully, is accurate, is kept secure and is retained for no longer than is necessary.
 - 4.2 The Categories of Personal Data BPET Holds
 - 4.2.1 We process data about the students who attend our Academies. Personal data that we may collect,

Attendance information, such as sessions attended, number of absences and absence reasons.

Information from social services, such as safeguarding information or care status.

Test results, including National Curriculum assessment results (external) and Academy

We

Educators and examining bodies - necessary for the performance of our education function.

Our regulator, Ofsted - to enable it to evaluate the education we provide to your child, which is in the public interest.

Suppliers and service providers - to enable them to provide the service we have contracted them for.

Health and social welfare organisations / third parties - to enable us to comply with our duty of care and statutory safeguarding duties for your wellbeing, including:

Therapists, clinical psychologists.

Academy medical staff / nurse.

School counsellors.

CAMHS (Child and Adolescent Mental Health Service).

Social care.

Educational Welfare Officer (EWO).

Police forces, courts, tribunals - in order to uphold law and order.

Non-governmental organisations, in this case Podium Analytics which exists to support the prevention and treatment of sports injuries in children and young adults. For the purposes of this agreement explicit consent will be sought from both parent/carers or students based on the age of the individual student.

4.8 Department for Education

- 4.8.1 We are required to provide information about your child to the Department for Education (a government department) as part of data collections, such as the school census. To find out more about the student information we are required to share with the department, for the purpose of data collection, go to <https://www.gov.uk/education/data-collection-and-censuses-for-schools>.

4.9 National Pupil Database

- 4.9.1 Some of this information is then stored in the National Pupil Database, which is managed by the Department for Education and provides evidence on how schools are performing. This, in turn, supports research. The database is held electronically so it can easily be turned into statistics. The information it holds is collected securely from schools, local authorities, exam boards and others.
- 4.9.2 The Department for Education may share information from the database with other organisations. These organisations must agree to strict terms and conditions about how they will use your data.
- 4.9.3 You can find more information about Tf1 1 84 131.3 141.26 Tm0 g281.69 Tm0 g0 G()13230.E370 g0 G()JTJ

4.9.4 You can also contact the Department for Education online via <https://www.gov.uk/contact-dfe> if you have any questions about the database.

4.10 Transferring Data Internationally

4.10.1 Where we share data with an organisation that is based outside the European Economic Area, we will do so in accordance with data protection law.

4.10.2 If your child is moving to a new school abroad. If this happens we will be very careful to make sure that it is safe to transfer any student information. We will look at whether that other country has good data protection laws for example. If we cannot be sure that it is safe then we will talk to you, the parent/carer, and make sure you are content for that information to be sent.

4.11 Photographs and Media

4.11.1 As part of our Academy activities, we may take photographs and allow external organisations to take photographs or to film within our Academies in line with our Photograph and Media Policy. Your child will be made aware when this is happening and the context in which the photograph will be used.

4.11.2 An Academy will take photographs for its own use. Usually these will be unnamed and will generally be for internal Academy use, but may also include photographs for publication, such as:

Photographs included in an Academy prospectus.

4.12 CCTV

4.12.1 Academies operate CCTV on their premises. This is considered necessary to protect staff and safety and Trust property.

4.13 Parent, Carer and Student's Rights

4.13.1 Individuals have a right to make a Subject Access Request to gain access to the personal

Object to the use of personal data if