**Cambridge Road School** 

**Privacy Notice for Pupils**

**What** **personal information we hold about our pupils**

* **Your name**
* **Your address**
* **Your unique pupil number**
* **Your nationality**
* **Your attendance at school and reasons**
* **Your behaviour at school and reasons**
* **Your medical needs**
* **Your free school meals**
* **Your special educational needs**
* **Your assessments and progress**
* **Your pupil premium information**

**Why** **we hold personal information about our pupils**?

* **To support your learning**
* **To monitor your progress at school**
* **To provide help with lessons**
* **To comply with the Law about personal data**
* **To support your medical needs**
* **To support free school meals/pupil premium**
* **To support your special educational needs**

**Where** **is the personal information we hold about our pupils?**

**On our school database/Server /Cloud and we hold**

* **Your name address and unique pupil number**
* **Your nationality**
* **Your attendance information**
* **Your medical needs**
* **Your free school meal eligibility**
* **Your special educational needs**

**Who** **we share personal information with about our pupils?**

* **The Local Authority where you live**
* **The Local Authority where the school is**
* **The Department for Education**
* **The School Nurse/Doctor**
* **The Courts if we are requested**
* **Your next school**
* **Your EWO about attendance at school**

**Why** **we share personal information about our pupils**

**Our Laws in England and our School Policies allow for sharing of some information.**

* **(Department for Education (DfE)Section 3 of the Education Information about Individual Pupils Regulations of 2013)**
* **Your unique pupil number and nationality**
* **Your attendance at school and safety**
* **Your free school meals and pupil premium requirements**
* **Your special educational needs and provision**

**HOW long will we store this data?**

**We hold personal data for** 1 **year after the child leaves our school except for registers and information relating to accidents which must be kept until the child is 25.**

**Requesting access to your personal Data**

**Parents and those with parental responsibility and pupils have the right to request access to information about them held by the school**

**Person to contact is Mr Pickering by email.** head@cambridgeroad.cheshire.sch.uk