

Privacy Notice – EdTech Demonstrator Schools Programme

This Privacy Notice has been written to inform individuals from other schools and educational settings who register and/or take part in events that are delivered as part of the EdTech Demonstrator Programme through Skipton Girls' High School about what we do with your personal information. This notice may be subject to change.

Who are we?

Skipton Girls' High School is part of Northern Star Academies Trust (NSAT). NSAT is a 'Data Controller' as defined by Article 4 (7) of GDPR. This means that we determine the purposes for which, and the manner in which, your personal data is processed. We have a responsibility to you and your personal data and will only collect and use this in ways which are compliant with data protection legislation.

The Trust has appointed Veritau Ltd to be its Data Protection Officer (DPO). The role of the DPO is to ensure that the school is compliant with GDPR and to oversee data protection procedures. If you would like to discuss anything in this privacy notice, please contact the Data & Compliance Director or Veritau Ltd. Veritau's contact details are:

Schools Data Protection Officer
Veritau Ltd
County Hall
Racecourse Lane
Northallerton
DL7 8AL

schoolsDPO@veritau.co.uk
01609 53 2526



***Please ensure you include the name of the School in all correspondence with the DPO**

What information do we collect?

The categories of information that we collect, hold and share include the following:

- Personal information including your first name and surname
- The school you work at and the type of setting
- School DfE number
- Your role
- Your email address
- Your contact number and contact preferences

There are no special categories of personal data (i.e. personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, or genetic or biometric data, data concerning health or data concerning a natural person's sex life or sexual orientation) which will be collected and processed in relation to the EdTech Demonstrator Schools and Colleges programme.

Why do we collect your personal data?

We use the information we collect:

- to communicate to you about your participation in events such as webinars
- to contact you with regards to feedback on events or webinars we have delivered
- to provide resources in relation to the EdTech Demonstrator Schools and Colleges programme
- to respond to any queries that you submit to us

We process information in accordance with Article 6(e) (public task) and Article 6(a) (consent).

Where we are processing your personal data with your consent you have the right to withdraw that consent at any time. If you change your mind, or are unhappy with our use of your personal data, please let us know by contacting the Data & Compliance Director (haymesc@sghs.org.uk).

Who do we obtain your information from?

All of the information we obtain is provided by you, the individual or information you have provided to London Grid for Learning (LGFL) or the Department for Education in relation to this project.

Who do we share your personal data with?

We may share your information with the London Grid for Learning (LGFL) or the Department for Education in relation to this project.

We will not share any information about you without your consent unless we have a lawful basis for doing so.

How long do we keep your personal data for?

Northern Star Academies Trust will keep your data for 12 months after the project has ended. The end date is currently July 2021, although this could be extended in the eventuality more time is required or the programme is successful. This will be disposed of securely and in line with our Information Policy.

What rights do you have over your data?

Under GDPR individuals have the following rights in relation to the processing of their personal data:

- to be informed about how we process your personal data. This notice fulfils this obligation
- to request access to your personal data that we hold, and be provided with a copy of it
- to request that your personal data is amended if inaccurate or incomplete
- to request that your personal data is erased where there is no compelling reason for its continued processing
- to request that the processing of your personal data is restricted
- to object to your personal data being processed

If you have any concerns about the way we have handled your personal data or would like any further information, then please contact our DPO on the address provided above.

If we cannot resolve your concerns you may also complain to the Information Commissioner's Office (the Data Protection Regulator) about the way in which the Trust has handled your personal data. You can do so by contacting:

First Contact Team
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow Cheshire
SK9 5AF
casework@ico.gsi.gov.uk // 03031 231113

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time.