

Charters Ancaster Nursery Privacy Notice

Charters Ancaster Nursery processes personal information about its pupils and is a 'data controller' for the purposes of the GDPR May 2018. We collect information from you and may receive information about your child from their previous setting.

We hold and use your child's information to support their teaching and learning, monitor and report on how well they are doing, provide them with pastoral care and to assess how well the setting is doing. The information we hold includes your and your child's contact details, national curriculum assessment results, attendance information, your ethnic group, special education needs status and any relevant medical information.

We will not give information about you or your child to anyone outside the setting without your permission unless the law and our rules permit it. We are required by law to pass some of your information to East Sussex County Council and to the Department for Education (DfE) and local NHS agencies. We will pass on individual children's records to the receiving setting when a child moves from one setting to another. This includes when a child moves to reception class in primary school.

YOU CAN ASK TO SEE THE INFORMATION WE HOLD ABOUT YOU - If you want to see a copy of the information we hold and share about you then please contact the Nursery Manager.

EAST SUSSEX COUNTY COUNCIL

If you need to know more about how East Sussex County Council store and use your information, please see their website: www.eastsussex.gov.uk/dataprotection

If you are unable to access these websites, please contact:

Information Governance Officer
Children's Services
East Sussex County Council
County Hall
St Anne's Crescent
Lewes BN7 1UE

01273 482901
CS.DPA@eastsussex.gov.uk
www.eastsussex.gov.uk

DEPARTMENT FOR EDUCATION (DfE)

If you need to know more about the DfE store and use your information, please see their website:

<http://media.education.gov.uk/assets/files/doc/w/what%20the%20department%20does%20data%20on%20pupils%20and%20children.doc>
<http://www.education.gov.uk/researchandstatistics/childrenandyoungpeople/a0064391/who-the-department-passes-pupil-data-to>

If you are unable to access these websites, the DfE can send you a copy of this information. Please contact:

Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London

0870 000 2288

<http://www.education.gov.uk/help/contactus>

SW1P 3BT

www.education.gov.uk