



Data privacy notice – Annex 1

Pupil privacy notice, for pupils in years 8 and above at Leicester Grammar School and Stoneygate School

This document should be read alongside the Trust's main Data Privacy Notice.

This privacy notice will be provided to you and will also be made available on the website of Leicester Grammar School and Stoneygate School ("the School") for you to access.

Data will be processed for the purposes of allowing you to make the best of your time at the School. The School will therefore have what is called a "legitimate interest" for processing basic personal data and sensitive personal data. The data the School holds will be the minimum it requires to allow you to thrive in your years here.

The School will share your data with the following companies who have contracts with the School and who have equalled the School's precautions, systems and procedures for dealing with data, these are:

- catering contractor (Sodexo);
- photographer;
- health care service provider;
- IT Contractor;
- IT software provider (SIMS).

It is not necessary for data to be shared with other countries. The exception to this will be international trips that the school organises. Should this be envisaged for you, you and your parent will be contacted for your consent; the consent will be limited in time and content if it is required.

The retention period for pupil data will be until you reach the age of 25.

You have the right to withdraw your consent to data processing at any time, however this will only apply to certain groups of data for which you have given particular consent.

Should you have any questions regarding this statement, please contact the Trust's Business Director Mrs Shakespeare, on 0116 259 1900.

The supervisory authority in the UK for data protection matters is the Information Commissioner (ICO). If you think your data protection rights have been breached in any way by us, you are able to make a complaint to the ICO. The ICO helpline is 0303 123 1113.

We will obtain the data the school requires from you, should we need data from other sources we will contact you.

We see the provision of personal data as necessary to properly manage your time at the School and for the School to fulfil its obligations to you.

There is no automated decision making or profiling involved handling this data.