



KENMORE PARK INFANT & NURSERY SCHOOL

PRIVACY NOTICE for All Staff

Privacy Notice - Data Protection Act 1998

Data Protection Legislation means the Data Protection Act 2018 (DPA2018), the United Kingdom General Data Protection Regulation (UK GDPR), the Privacy and Electronic Communications (EC Directive) Regulations 2003 and any legislation implemented in connection with the aforementioned legislation. Where data is processed by a controller or processor established in the European Union or comprises the data of people in the European Union, it also includes the EU General Data Protection Regulation (EU GDPR). This includes any replacement legislation coming into effect from time to time.

This is the privacy notice for the school workforce employed or otherwise engaged to work at Kenmore Park Infant & Nursery School who is the Data Controller for the purposes of the Data Protection Act. Personal data is held by the school about those employed or otherwise engaged to work at the schools. This is to assist in the smooth running of the schools and/or enable individuals to be paid. This personal data includes some or all of the following: identifiers such as name and National Insurance Number; characteristics such as ethnic group; employment contract and remuneration details; G.C.S.E or equivalent "A" level qualifications; and absence information.

The collection of this information will benefit both national and local users by:

- improving the management of school workforce data across the sector;
- enabling a comprehensive picture of the workforce and how it is deployed to be built up;
- informing the development of recruitment and retention policies;
- allowing better financial modelling and planning;
- enabling ethnicity and disability monitoring;
- supporting the work of the School Teacher Review Board and other similar bodies.

We are required to pass on some of this data to the Department for Education (DfE).

If you require more information about how the DfE store and use this data, please go to the following website:

<http://www.gov.uk/data-protection-how-we-collect-and-share-research-data>.

If you are unable to access this website, please contact the school or the DfE as follows:

Kenmore Park Infant & Nursery School

Moorhouse Road

Harrow

Middlesex

HA3 9JA

office@kpins.harrow.sch.uk

Telephone: 020-82048759

Website: www.kenmoreparkinfantsch.uk

Public Communications Unit

Department for Education

Sanctuary Buildings

Great Smith Street

London SW1P 3BT



KENMORE PARK INFANT & NURSERY SCHOOL

Email: info@education.gsi.gov.uk

Telephone: 0370-000 2288

Website: gov.uk/government/organisations/department-for-education

We will not give information about you to anyone outside the school or the DfE without your consent unless the law and our rules allow us to.

If you want to see a copy of the information we hold and share about you then please contact the School Office.