



WOODLANDS

SCHOOL

ASPIRATION, RESILIENCE, OPPORTUNITY, EXCELLENCE

Privacy Notice

For

CCTV

Amended: May 2019

Approved by Governors: June 2019

Review date: May 2020

Reviewing Panel: Standards, staffing and curriculum (SSC)

Privacy Notice – CCTV

Please be advised that not all of this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.

What service is being provided?	Use of CCTV surveillance			
What personal data do we need?	Personal Images	Gender		
	Ethnicity	Political Opinion		
	Religious beliefs	Commission of any offence (or alleged)		
Who will be using your Personal Data?	Data Controller	Woodlands School		
	Data Protection Officer	Lauri Almond (Essex County Council)		
	Data Processors Who are they?	Yes Skanska		
What will it be used for?	Purpose	Public safety and prevention of crime		
	Legal Conditions	Task in the Public Interest (Public Safety)		
Who else might we share your data with?	Police or other certified investigators			
Will your data be stored in or accessible from countries with no UK equivalent privacy law?	No			
How long will your data be kept?	When will it stop being used	All images downloaded are to be deleted from the system after 14 days unless required for legal purposes or on specific request from the school.		
	How long after this will it be deleted	As Above		
Our use of the data will be subject to your legal rights	Inform ✓	Access ✓	Rectify	Erase
	Restrict	Portable	Object	Automate
Direct Data	Why we are allowed to use and ask for it	Public Safety		
	What could happen if you refuse your data	Not Applicable		

Visit the following links for more information about Privacy Law, our obligations and your Rights:

[The ICO Guide to the General Data Protection Regulations 2016](#)

[The General Data Protection Regulations 2016](#)

If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:

Postal Address	Essex County Council. County Hall. Chelmsford. CM1 1QH
Email	IGS@essex.gov.uk
Phone Number	03330322970

If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:

Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Online Form	https://ico.org.uk/concerns/handling/
Phone Number	0303 123 1113

Contacts

If you have any queries or concerns regarding these policies/procedures then please contact Mr D Wright, Head Teacher.



Signed: _____

Head Teacher

Dated: 24th June 2019



Signed: _____

Chair of Governors

Dated: 24th June 2019

