



WOODLANDS

SCHOOL

ASPIRATION, RESILIENCE, OPPORTUNITY, EXCELLENCE

Privacy Notice

For

Photos/Videos

Amended: June 2018

Approved by Governors: June 2018

Review date: September 2020

Reviewing Panel: Standards, staffing and curriculum (SSC)

Privacy Notice – School photos and videos

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?	School photos/videos			
What personal data do we need?	Personal Images	Gender		
	Ethnicity	Political Opinion		
	Religious beliefs	Name		
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 -SIMS -Website Provider		
What will it be used for?	Purpose	To enhance education provision, inclusion and recreation		
	Legal Conditions	Consent (You may withdraw your consent at any time by contacting us)		
Who else might we share your data with?	-Social Media (YouTube, Twitter etc.)			
Will your data be stored in or accessible from countries with no UK equivalent privacy law?	Yes			
How long will your data be kept?	When will it stop being used	Photos – DOB +25 years Videos – DOB +25 years		
	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	To enable the delivery of these services		
	What could happen if you refuse your data	Your child will not be able to participate in these events.		

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 2018



Signed: _____
Chair of Governors

Dated: 24th June 2018

