

Northumberland  
County Council  
HEDDON-ON-THE-WALL ST. ANDREW'S CHURCH OF ENGLAND FIRST SCHOOL

Trajan Walk • Heddon-on-the Wall • Northumberland • NE15 0BJ  
Telephone 01661 853350

Mr A Wheatley: Headteacher



### Privacy Notice - Data Protection Act 1998

Heddon on the Wall St. Andrew's CE First School are a data controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data and use it to:

- Support your teaching and learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well your school is doing.

This information includes your contact details, national curriculum assessment results, attendance information<sup>1</sup> and personal characteristics such as your ethnic group, any special educational needs and relevant medical information. If you are enrolling for post 14 qualifications we will be provided with your unique learner number (ULN) by the Learning Records Service and may also obtain from them details of any learning or qualifications you have undertaken.

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

We are required by law to pass some information about you to the Local Authority and the Department for Education (DfE)

If you want to see a copy of the information about you that we hold and/or share, please contact Mrs L Henderson/Mrs C Armstrong in the school office.

<sup>1</sup> Attendance is not collected for pupils under 5 at Early Years Settings or Maintained Schools as part of Censuses for the Department for Education. This footnote can be removed where Local Authorities collect attendance for under 5's for their own specific purposes.



WHERE EVERY CHILD MATTERS



P.T.O