



# Hatfield Peverel St Andrew's Junior School

## Privacy Notice – Publishing Pupils' Coursework

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.

Publishing Pupils' Coursework	<p>We may wish to celebrate the achievements of pupils and promote the School through publishing of coursework. When this is the case we will seek the consent of the parent/carer, or where pupils are aged 12 or above, from the pupil themselves. As we are relying on your consent you can withdraw consent at any time by contacting the school. Every effort will be made to delete the coursework, but please note that where consent has been provided for the publication, the school may not be able to locate and delete the coursework on request, although reasonable steps will be taken to do so.</p> <p>Where consent has been provided for the use of coursework, and the pupil has left the school, we will rely on legitimate interests as our legal basis when retaining coursework for promotional purposes.</p> <p><a href="#">IGS Legitimate Interests Assessment.pdf</a></p> <p>The personal information likely to be used in this activity is:</p> <ul style="list-style-type: none"> <li>• Student Name</li> <li>• School Year</li> <li>• Coursework</li> </ul> <p>The school is the Data Controller for this information. The information might be shared with:</p> <ul style="list-style-type: none"> <li>• Other students</li> <li>• Social Media applications</li> <li>• Media publications</li> <li>• School website providers</li> </ul>
No coursework is routinely available outside of the UK. However, where it is used on social media, in publications, or on our website we cannot restrict the access to the UK.	
For information about your rights in relation to this use of your personal information please see section 5 of our overarching privacy notice.	
<b>Visit the following links for more information about Privacy Law, our obligations and your Rights:</b>	
<a href="#">The ICO Guide to the General Data Protection Regulations 2016</a> <a href="#">The General Data Protection Regulations 2016</a>	
<b>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:</b>	
Email	info@sbmservices.co.uk
Phone Number	01206 671103
<b>If you still have concerns following our response you have the right to raise the matter</b>	



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

