

Budds Lane  
Bordon  
Hampshire  
GU35 0JB  
Tel: 01420 472358  
Fax: 01420 477708

[www.bordoninfantschool.hants.sch.uk](http://www.bordoninfantschool.hants.sch.uk)

Email: [admin@bordon-inf.hants.sch.uk](mailto:admin@bordon-inf.hants.sch.uk)

Acting Headteacher: Mr Matthew Greenhalgh

## Privacy Notice - Data Protection Act 1998

We Bordon Infant School are the 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, Hampshire County Council. 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 our 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, special educational needs and any relevant medical information.

***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 follow the Hampshire Children's Trust policy on Information Sharing & Confidentiality which can be viewed at [http://www3.hants.gov.uk/information\\_sharing\\_policy\\_2009\\_-\\_trust\\_version.pdf](http://www3.hants.gov.uk/information_sharing_policy_2009_-_trust_version.pdf)***

We are required by law to pass some of your information to the Local Authority and the Department for Education (DfE).

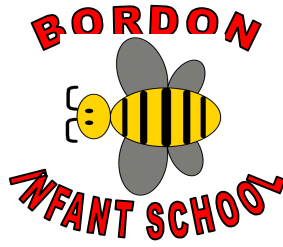
We also have local arrangements in place where the school exchanges information with the school nurse, the PTA, our Breakfast Club and after school club the Buzz Club.

If you want to see a copy of the information we hold and share about you then please contact The Headteacher

If you require more information about how the Local Authority and/or DfE store and use your information, then please go to the following websites:

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<sup>1</sup> Attendance is not collected for pupils under 5 at Early Years Settings or Maintained Schools



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For Hampshire County Council

<http://www3.hants.gov.uk/education/schools/schoolsdataprotection/fairprocessing.htm>

and for the DfE

What DfE does with pupils' and children's data

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>

Who DfE passes pupil data to

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/thirdpartyorgs/>

If you are unable to access these websites, please contact the LA or DfE as follows:

- Barbara Sorkin  
Data Protection & Quality Adviser  
Children's Services  
Elizabeth II Court (East)  
The Castle  
WINCHESTER  
SO23 8UQ  
Website: <http://www3.hants.gov.uk/learning>  
email: [Barbara.Sorkin@Hants.gov.uk](mailto:Barbara.Sorkin@Hants.gov.uk)  
Telephone: 01962 845554
- Public Communications Unit  
Department for Education  
Sanctuary Buildings  
Great Smith Street  
London  
SW1P 3BT  
Website: [www.education.gov.uk](http://www.education.gov.uk)  
email: [info@education.gsi.gov.uk](mailto:info@education.gsi.gov.uk)  
Telephone: 0870 000 2288

