

General Data Protection Regulations (GDPR)

In May 2018, to better protect personal data and reduce the number of cyber-related crimes, the new General Data Protection Regulations (GDPR) is being brought into force by the European Commission.

At Simon Marks Jewish Primary School we have always taken data security very seriously as we appreciate the consequences of data being shared inappropriately or incorrectly and the implications this can have on everybody involved. To date we can assure you that good practice is demonstrated in all of our processes and procedures around data protection; however the more stringent GDPR means that we have to put into place additional measures and carry out further checks to make sure your data is even more secure. All relevant staff have undergone training and we have contacted companies we supply data to for confirmation of how they use the data and to ensure they keep the data safe at all times. We are satisfied that this is the case and data is never shared by any of the companies we use. However, in order for us to share any of your and your child's data/details that is not a statutory requirement, under the new GDPR we have to gain your permission. This has to be repeated at least every year.

As further explanation for you we thought we would give you some examples of how we share data. If you require any further information around GDPR or how we use/share data please contact the Data Protection Controller by emailing info@simonmarks.hackney.sch.uk or via the school office.

At Simon Marks Jewish Primary School in order to support learning and ensure every child has access to a broad, rich curriculum we subscribe to many different types of educational software. To enable each child's progress and attainment to be monitored closely we often need to supply the software companies with details about your child; these are generally basic details such as name and date of birth:

- In Foundation Stage the teachers use software called Tapestry – for this we have to share your child's name, date of birth, UPN Number, post code, gender, SEN Status and will often include a photograph showing your child undertaking a certain activity; this is to enable the teachers to share your child's achievements with you.
- All other year groups across the school uses software called Purple Mash and Times Tables Rock Stars for this we have to share your child's school, name and year group.
- We have to statutorily track every child's progress in English, Maths and Science to allow us to report to the Department of Education. We monitor this by not only marking their books but assessing their work too. These assessments are recorded and continually updated on an internal and external assessment tracking system.

- With increased use of communication in all areas we now not only use our website as an information tool; Simon Marks Jewish primary School would like to advise, update and/or send reminders via text messages to parents/carers of events, clubs and trips, using ParentPay. When using our messaging service, we have to share your contact details with the company who sends the messages, at present this is via ParentPay. No other details other than your name, your child's name, DOB, gender, UPN and admissions number, are shared with ParentPay. Further Parent/carers details are only added once parent/carers have activated their account and details are supplied to ParentPay by the parent/carer. ParentPay have confirmed that they do not keep any of your data once you are no longer a parent/carer of the school and never share this data with any other companies and that they are compliant with GDPR.
- Your child's data will be shared when your child transfers to another school. All files are sent securely via the schools Management Information System (MIS)
- As a school it is very important for us to celebrate our pupil's achievements and so we also like to publish photos of the children; for example at a sporting event or on our school newsletter and website. We have an opt-out system currently operating for parent/carers who do not want their child's photo to appear in any publication.

Our website may include links to other websites. If you choose to click such links and leave our website, we do not have control on how the other website uses your data and you are no longer covered by our Privacy Policy, which means that we are not responsible for any information you submit on an external website.

As always, to ensure the privacy and safety of pupils, we operate the following policy regarding publishing photographs of the children or their work at all times:

1. Where pupils are named, only their first name is given and no photo of that pupil would be published.
2. Where a photograph is used no names would be displayed

If you wish to find out any further information around GDPR, including what data we hold on your child or yourself, please do contact the school office.

For further information please also see our Privacy Notice.