



**BURTON
BOROUGH
SCHOOL**

**COVID-19 Temporary Change to
Schools Student/Parent Privacy Notice due to
response to Covid-19**

Policy Reviewer	Rita Barton	Date of Review	June 2020
Date Presented to Governors	11 June 2020	Date of next Review	September 2020

1. Purpose

The purpose for which we are processing your personal data is to operate the Schools response to the coronavirus (Covid-19) public health epidemic. This will involve the dissemination and gathering of information.

While it is not possible to give an exhaustive list in the current fast developing circumstances, examples include communicating public health advice, dealing with enquiries, collecting and disclosing contact details of academics or medical professionals as well as details of suppliers or prospective suppliers.

2. The data

We will process the following personal data if applicable:

- your name
- your home address
- your email address
- your phone number including landline and/or mobile phone numbers (if applicable)
- other data you volunteer

We may also process other information where necessary and proportionate. We may also process special category data regarding your health.

3. Legal basis of processing

The legal bases for processing your personal data are:

- it is necessary for the performance of a task carried out in the public interest
- it is necessary to protect the data subject's vital interests, or the vital interests of another person

Our legal basis for processing any special category data is:

- it is necessary for reasons of substantial public interest for the exercise of a function of a Minister of the Crown, or a government department.

4. Recipients

Where necessary and proportionate, your personal data may be shared with other public bodies including government departments, government agencies and executive agencies.

5. Retention

Relevant personal information is held only for the purposes of this privacy notice will not be held more than one year unless it needs to be retained in the public interest, for legal reasons or for historical record.

6. Sources of information

Information may be obtained from other data controllers where necessary and proportionate.