Partnership Learning

Partnership Learning and Its Schools

Parent / Carer Privacy Notice

(How we use information about you)

This privacy notice explains how Partnership Learning and its schools collect, use and protect personal data relating to parents and carers.

For the purposes of data protection law, Partnership Learning and its schools act together as joint data controllers.

1. Policy Statement

During your child's time with us, we will gather and use personal data relating to you.

"Personal data" means information that identifies you.

"Processing" means collecting, recording, storing, sharing, using or deleting personal data.

We comply with the following legislation:

- UK General Data Protection Regulation (UK GDPR).
- Data Protection Act 2018.
- Data Use and Access Act 2025.

2. What Information Do We Process About You?

We may collect, hold and use the following personal information:

Personal Information:

- Name.
- Address.
- Telephone numbers (home and mobile).
- Email address.
- Emergency contact details.
- Relationship to your child.

- Marital status (where relevant).
- Details of parental responsibility.
- Court orders or legal restrictions relating to your child.

Financial Information:

- Bank account details.
- Payment card details.
- Free school meal eligibility.
- Financial assistance information.

Security Information:

- CCTV footage and images captured when attending school premises.

3. Special Category Personal Data

In certain circumstances, we may process sensitive personal data, including:

- Gender and age.
- Ethnic group.
- Religious or similar beliefs.
- Health information.
- Genetic or biometric data (where lawfully processed).
- Sexual orientation (where relevant and lawful).

4. Where Do We Obtain Your Personal Data From?

We obtain information:

- Directly from you (e.g. admissions forms, communications, payment systems).
- When you attend school premises (e.g. CCTV systems).
- From local authorities.
- From courts or other legal bodies.
- From safeguarding professionals or government agencies where necessary.

5. Why Do We Use Your Personal Data?

We process your personal data to:

- Meet legal obligations.

- Support safeguarding responsibilities.
- Communicate school-related matters.
- Manage payments and financial systems.
- Ensure safety on school premises.
- Prevent and detect crime.
- Support access to services for your family.

6. Use of Digital Systems and AI

In line with the Data Use and Access Act 2025:

- Data use must be transparent and proportionate.
- AI or automated systems will not make significant decisions without appropriate human oversight.
- Data sharing must be lawful, necessary and secure.
- Third-party providers must meet strict compliance and security standards.

7. Lawful Basis for Processing

We process parent and carer data under one or more of the following lawful bases:

- Legal obligation.
- Public task.
- Vital interests (where necessary).
- Consent (where applicable).

8. Failure to Provide Information

If required information is not provided, we may be unable to fulfil our legal obligations, ensure safeguarding compliance, or provide certain services.

9. How Long We Keep Your Data

We retain personal data only for as long as necessary. Retention periods follow legal requirements and the Information and Records Management Society (IRMS) Schools Retention Schedule.

10. Who We Share Your Personal Data With

We may share information with:

- Schools within Partnership Learning.
- Local Authorities.
- Department for Education (DfE).
- Education and Skills Funding Agency (ESFA).
- Safeguarding partners.
- NHS services.
- Payment processing providers.
- IT and communication providers.
- Examination boards (where relevant).

11. Your Rights

You have the right to:

- Request access to your personal data.
- Request rectification of inaccurate data.
- Object to certain processing.
- Request restriction of processing.
- Object to automated decision-making.
- Request data portability (where applicable).
- Seek compensation in certain circumstances.

12. Concerns or Complaints

If you have concerns about how your personal data is used, please raise this in the first instance using the dedicated complaints form available on the Partnership Learning website.

Alternatively, you may contact:

- Partnership Learning Data Protection Officer (DPO)
- Email: dpo@partnershiplearning.com

If you remain dissatisfied, you may contact the Information Commissioner's Office (ICO):

- Website: https://ico.org.uk
- Telephone: 0303 123 1113