

Privacy Notice

What is the service being provided?	School Trips, Schools clubs, Pupil Support Services, Sporting Activities							
What personal data do we need from you?	Consent forms to include address, phone numbers and email address.							
Who will be using your Personal Data?	Who is the Data Controller ?	The Lanes Primary School						
	Who is the Data Controller's Data Protection Officer ?	Michaela Brown						
	Are there any Data Processors ?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>			
	Who are they?	Clubs, Trip providers, Pupil support services, Residential accommodation providers.						
What will it be used for and what gives us the right to ask for it and use it?	The Purpose (s):	To enhance education provision, inclusion and recreation						
	The Legal Condition (s):	Consent						
	You may withdraw your consent at any time by contacting us							
Who else might we share your data with?	As above							
Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?	No							
How long will your data be kept?	When will it stop being used?	To be deleted/shredded after event or club has finished. Or as soon as not needed for audit purposes if financial information is needed. Or once the child has finished receiving support from the outside agency.						
	How long after this will it be deleted?	As above						
Our use of the data will be subject to your legal rights (marked if applicable):	Inform	<input checked="" type="checkbox"/>	Access	<input checked="" type="checkbox"/>	Rectify	<input checked="" type="checkbox"/>	Erase	<input checked="" type="checkbox"/>
	Restrict	<input checked="" type="checkbox"/>	Portable	<input type="checkbox"/>	Object	<input checked="" type="checkbox"/>	Automate	<input type="checkbox"/>
As you are giving us your data directly to	This is the reason why we are allowed to ask for it and use it:	To enable the delivery of these services						
	This is what could happen if	Your child may not be able to						

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us:	you refused to let us use your data for this purpose:	participate in these events
Visit the following links for more information about Privacy Law, our obligations and your Rights:		
The ICO Guide to the General Data Protection Regulations 2016 The General Data Protection Regulations 2016		
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:		
Postal Address	The Lanes Primary School Cator Lane Chilwell Nottingham NG2 4BB	
Email	office@thelanes.notts.sch.uk	
Phone Number	0115 9138558	
If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:		
Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF	
Online Form	https://ico.org.uk/concerns/handling/	
Phone Number	0303 123 1113	

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