



Park Hill PTA

Successful, confident learners.
Responsible, compassionate individuals.

Park Hill Chair: Christopher Strelluf
Park Hill PTA e: parkhilljuniorpta@gmail.com

Privacy Notice for Parents and Pupils How we use your information 2018/19

Who are we?

Park Hill PTA is the 'data controller'. This means we are responsible for how your personal information is processed and for what purposes.

You can contact the PTA as the Data Controller in writing at:

Park Hill PTA
Park Hill Junior School
Parkfield Drive
Kenilworth
Warwickshire
CV8 2JJ

parkhilljuniorpta@gmail.com

What is a Privacy Notice?

A Privacy Notice sets out to individuals how we use any personal information that we hold about them. We are required to publish this information by data protection legislation. This Privacy Notice explains how we process (collect, store, use and share) personal information about our pupils and parents.

What is Personal Information?

Personal information relates to a living individual who can be identified from that information. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession.

What personal information do we process about pupils and parents?

The pupil and parent information that we collect, hold and share is:

- Personal information including a pupil's name, class, age, gender, and dietary needs.
- Contact information for parents, carers, other relatives and guardians, including telephone numbers, e-mail addresses and relationships to these people.

Why do we use personal information?

To assist in the organisation of events and provide appropriate tickets and products as requested.

Who might we share your information with?

We will only ever share your information with other event organisers within the PTA.



Park Hill PTA

Successful, confident learners.
Responsible, compassionate individuals.

Park Hill Chair: Christopher Strelluf
Park Hill PTA e: parkhilljuniorpta@gmail.com

What do we do with your information?

All personal information is held in a manner which is compliant with data protection legislation. Personal information is only processed for the purpose it was collected.

How long do we keep your information for?

We only keep the information for the duration of the event for which it was requested and provided. Documentation is shredded (if paper) and deleted (if held on a computer) with 30 days of the event closing.

What are your rights with respect of your personal information?

Under data protection law, parents and pupils have the right to request access to information about them that we hold. To make a request for your personal information contact

Park Hill PTA
Park Hill Junior School
Parkfield Drive
Kenilworth
Warwickshire
CV8 2JJ

parkhilljuniorpta@gmail.com

If you have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance or directly to the Information Commissioner's Office at <https://ico.org.uk/concerns/>

Review

The content of this Privacy Notice will be reviewed September 2020.