



'Individual Growth, Individual People'

Head Teacher: Mrs M A Tyers

Privacy Notice

Please be advised that not all of this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.

What is the service being provided?	School Photos/Videos			
What personal data do we need from you?	Name	Age		
Who will be using your Personal Data?	Who is the Data Controller ?	Newark Orchard School		
	Who is the Data Controller's Data Protection Officer ?	Lisa Williams/Leanne Hurdle		
	Are there any Data Processors ?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Who are they?	Website provider, SIMS, SOLAR, Media, Friends of Newark Orchard School, newsletter,		
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?	Website provider, SIMS, SOLAR, Media, Friends of Newark Orchard School, newsletter. The school will ensure that they comply with Data Protection regulations where required.			
Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law	No			

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protections?			
How long will your data be kept?	When will it stop being used?	Photos = up to 25 years Videos = up to 25 years	
	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 checked="" type="checkbox"/> Object <input checked="" type="checkbox"/> Automate <input type="checkbox"/>		
As you are giving us your data directly to us:	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 you refused to let us use your data for this purpose:	Your child will not be able to 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	Lisa Williams/Leanne Hurdle Newark Orchard School Appletongate Newark Notts NG24 1JR		
Email	Lisa.williams@newarkorchard.notts.sch.uk / lhurdle@newarkorchard.notts.sch.uk		
Phone Number	01636682255/56		
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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