



Headteacher: Mrs C. Diemoz

Breckon Hill Primary School
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We are required by the government to send out the following information. If you wish to have the letter explained to you please contact the school.

Privacy Notice - Data Protection Act 1998

Breckon Hill School is the Data Controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data and use it to:

- Support your teaching and learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well your school is doing.

This information includes your contact details, national curriculum assessment results, attendance information¹ and personal characteristics such as your ethnic group, special educational needs and any relevant medical information.

We will not give information about you to anyone outside the school without your consent unless the law and our rules allow us to.

We are required by law to pass some of your information to the Local Authority (LA) and the Department for Education (DfE)

If you want to see a copy of the information we hold and share about you then please contact **Mrs Ferguson**

If you require more information about how the LA and/or DfE store and use your information, then please go to the following websites:

<http://www.middlesbrough.gov.uk/mb-dp/> and

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/>

<http://www.teachernet.gov.uk/management/ims/datamanagement/privacynotices/pupilsdata/thirdpartyorgs/>

Data Protection Officer IT Services PO Box 17 Rede House 69-71 Corporation Road Middlesbrough TS1 2YW	Public Communications Unit Department for Education Sanctuary Buildings Great Smith Street London SW1P 3BT
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If you are unable to access these websites, please contact the LA or DfE as follows:

Website: www.education.gov.uk info@education.gsi.gov.uk Telephone: 0870 000 2288