

Ormiston Academies Trust

Primary Pupil Privacy Notice

Policy version control

Policy type	Statutory
Author In consultation with	Sonia Pressure (Data Protection Officer) Jane Nolan (Director of Primary and SEND)
Approved by	James Miller, May 2020
Release date	April 2020
Next release date	April 2023

Contents

Primary Pupil Privacy Notice

1. What personal information do we hold about you?	3
2. How do we use your information?	4
3. Who do we share your information with?	5
4. How long do we store your information for?	6
5. What are your rights?	7

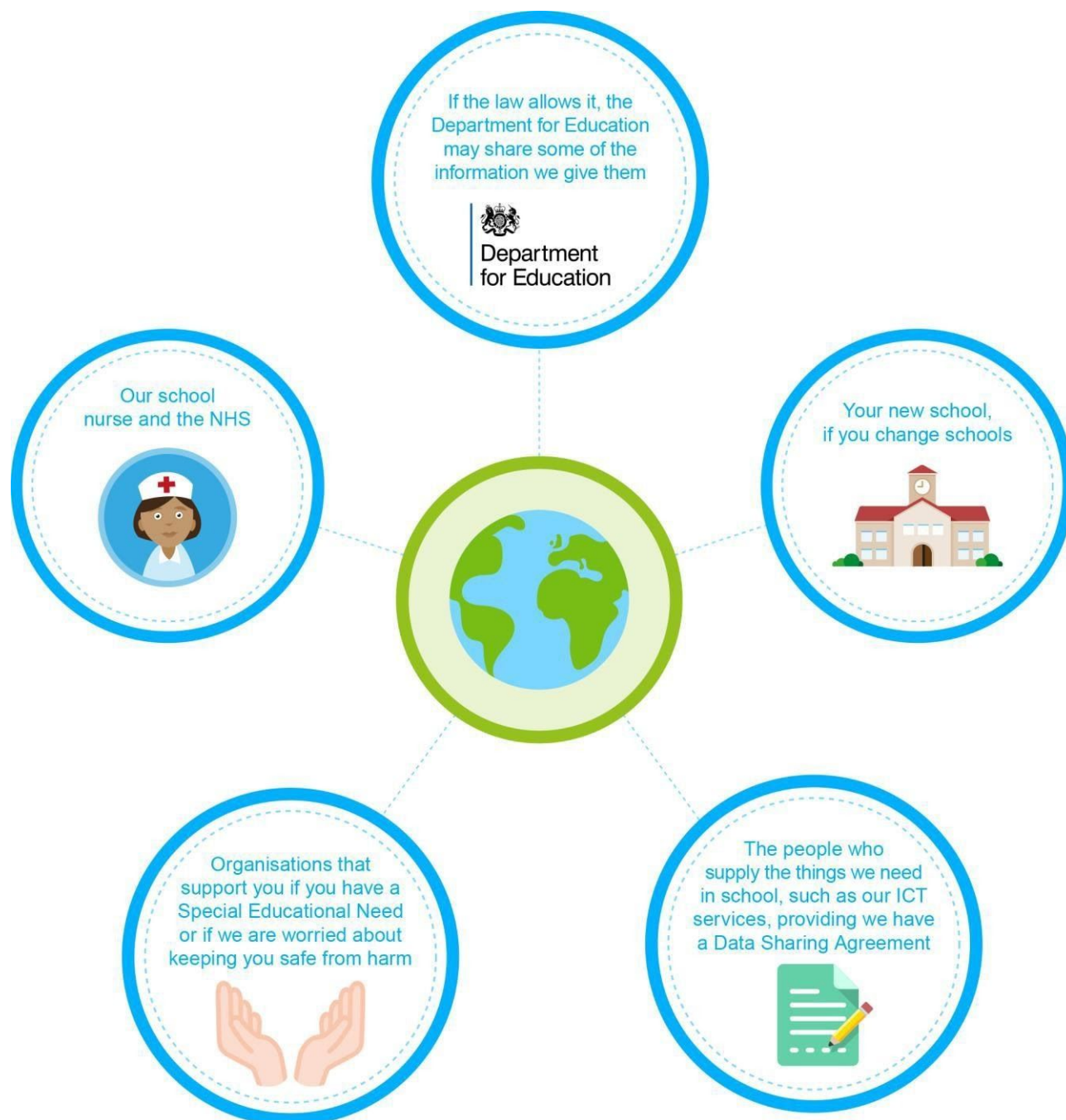
1. What personal information do we hold about you?



2. How do we use your information?



3. Who do we share your information with?



4. How long do we store your information for?

We only keep your information for as long as we need to or for as long as the law requires us to. Most of the information we have about you will be in your pupil file. We usually keep these until your 25th birthday unless you move to another school in which case, we send your file to your new school.



5. What are your rights?

You can ask us...



If you have any questions or want some more information, please ask your teacher.

For a more detailed Pupil Privacy Notice [click here](#).