

Privacy Policy

The Nursery School is the Data Controller as defined in Data Protection Legislation.

The categories of information that we process include:

- personal identifiers and contacts (such as name, job title, employer, contact details, car registration)
- Visit information (purpose, accessibility requirements, time in/out)
- CCTV Footage
- Image
- Safeguarding information (DBS details)

Why we collect and use visitor information

We collect and hold personal information relating to our visitors.

- Identify you and keep you safe while on the school site
- Keep pupils and staff safe
- Maintain accurate records of visits to the school
- Provide appropriate access arrangements

We may also receive information about visitors from their employer prior to their visit.

Under Article 6 of the [UK General Data Protection Regulation \(UK GDPR\)](#), the lawful bases we rely on for processing pupil information are:

- to comply with a legal obligation
- to perform an official task in the public interest

Less commonly, we may also process personal information in situations where:

- we have obtained consent to use it in a certain way
- we need to protect the individual's vital interests (or someone else's interests)

Where we have obtained consent to use personal information, this consent can be withdrawn at any time. We will make this clear when we ask for consent, and explain how consent can be withdrawn.

In addition, concerning any special category data, we rely on the following conditions from Article 9 of the UK GDPR and Schedule 1 Part 2 of the DPA 2018 for processing:

- Explicit consent - Article 9(2)(a)
- images for publication by the school either electronically or otherwise
- Reasons of substantial public interest - Article 9(2)(g)
- health data - (*DPA 2018 Schedule 1 paragraph 18 - Safeguarding of individuals at risk*)
- safeguarding information (*DPA 2018 Schedule 1 paragraph 18 Safeguarding of children and individuals at risk*)

Collecting data

Whilst the majority of information you provide to us is mandatory, some of it is provided to us on a voluntary basis. In order to comply with the UK General Data Protection Regulation, we will inform you whether you are required to provide certain information to us or if you have a choice in this.

Storing data

Personal information relating to visitors is stored for the set amount of time shown in our Record of Processing Activities. For more information on our data retention schedule and how we keep your data safe, please contact the school office.

In accordance with the UK GDPR, the school does not store personal information indefinitely; data is only stored for as long as is necessary to complete the task the data was collected for originally.

Who we share information with

We routinely share visitor personal information with:

- our local authority
- government departments/agencies
- OFSTED

Transferring data internationally

Where we transfer personal information to a country or territory outside the United Kingdom, we will do so in accordance with data protection law.

Requesting access to your personal data

The UK GDPR gives parents and pupils certain rights about how their information is collected and used. To make a request for your personal information, or be given access to your child's educational record, please contact the school.

You also have the following rights:

- the right to be informed about the collection and use of your personal data – this is called 'right to be informed'.
- the right to ask us for copies of your personal information we have about you – this is called 'right of access', this is also known as a subject access request (SAR), data subject access request or right of access request.
- the right to ask us to change any information you think is not accurate or complete – this is called 'right to rectification'.
- the right to ask us to delete your personal information – this is called 'right to erasure'
- the right to ask us to stop using your information – this is called 'right to restriction of processing'.
- the 'right to object to processing' of your information, in certain circumstances
- rights in relation to automated decision making and profiling.
- the right to withdraw consent at any time (where relevant).
- the right to [complain to the Information Commissioner](#) if you feel we have not used your information in the right way.

- There are legitimate reasons why we may refuse your information rights request, which depends on why we are processing it. For example, some rights will not apply:
- right to erasure does not apply when the lawful basis for processing is legal obligation or public task.
- right to portability does not apply when the lawful basis for processing is legal obligation, vital interests, public task or legitimate interests.
- right to object does not apply when the lawful basis for processing is contract, legal obligation or vital interests. And if the lawful basis is consent, you don't have the right to object, but you have the right to withdraw consent.

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 [raise a concern with ICO](#).

For further information on how to request access to personal information held centrally by the Department for Education (DfE), please see the 'How Government uses your data' section of this notice.

Withdrawal of consent and the right to lodge a complaint

Where we are processing your personal data with your consent, you have the right to withdraw that consent. If you change your mind, or you are unhappy with our use of your personal data, please let us know by contacting the school office on 0207 476 1735 or info@edithkerrison.newham.sch.uk.

Last updated

We may need to update this privacy notice periodically so we recommend that you revisit this information from time to time. This version was last updated on December 2024.

Contact

If you would like to discuss anything in this privacy notice, please contact: DPO@NPW.uk.com



Cookie Privacy Policy

What are cookies?

This Cookie Policy explains what cookies are and how we use them, the types of cookies we use i.e, the information we collect using cookies and how that information is used, and how to manage the cookie settings.

Cookies are small text files that are used to store small pieces of information. They are stored on your device when the website is loaded on your browser. These cookies help us make the website function properly, make it more secure, provide a better user experience, and understand how the website performs and to analyse what works and where it needs improvement.

How do we use cookies?

First-party - Like most online services, our website uses first-party and third-party cookies for several purposes. First-party cookies are mostly necessary for the website to function the right way, and they do not collect any of your personally identifiable data.

Third-party - These cookies are mainly for understanding how the website performs, how you interact with our website, keeping our services secure, and providing you with a better and improved user experience and help speed up your future interactions with our website. We do not collect personal information and pass it to advertising networks or third parties.

Our website uses third-party services like Google Maps and Vimeo videos. Disabling these cookies may disable some features.

Links to external websites

Links to other websites are not included in this policy notice; you should read the statements available on external websites.

Types of Cookies we use

Necessary

Necessary cookies are required to enable the basic features of this site, such as providing secure log-in or adjusting your consent preferences. These cookies do not store any personally identifiable data.

Functional

Functional cookies help perform certain functionalities like sharing the content of the website on social media platforms, collecting feedback, and other third-party features.

Analytics

Analytical cookies are used to understand how visitors interact with the website. These cookies help provide information on metrics such as the number of visitors, bounce rate, traffic source, etc.

Performance

Performance cookies are used to understand and analyse the key performance indexes of the website, which helps in delivering a better user experience for the visitors.

Manage cookie preferences

You can change your cookie preferences at any time on our website. This will let you revisit the cookie consent banner and change your preferences or withdraw your consent right away.

In addition to this, different browsers provide different methods to block and delete cookies used by websites. You can change the settings of your browser to block/delete cookies. Listed below are the links to the support documents on how to manage and delete cookies from the major web browsers:

[Chrome](#)

[Safari](#)

[Firefox](#)

[Internet Explorer](#)

If you are using any other web browser, please visit your browser's official support documents.