

Text of Privacy Notice – School Privacy

Privacy Notice – Data Protection Act 1998

Michael House School is the Data Controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about your child from a previous school, and hold this information for the purposes of:

Supporting the teaching and learning of your child;

Monitoring and reporting on your child's progress;

Providing appropriate pastoral care;

Assessing how well the school is doing.

The information we hold includes your contact details, attendance information, 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 permit it. We are required by law to pass some of your information to the Local Authority and the Department for Education but will do this securely and safely.

If you want to see a copy of the information we hold and share about your child you should contact the Administrator at school in writing.

April 2011