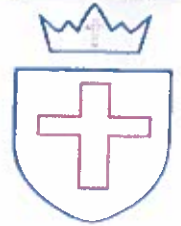


All Saints C. E. Primary School



Culcheth Lane,
Newton Heath,
Manchester
M40 1LS

Tel: 0161 681 3455 Fax: 0161 681 7464
Email: admin@allsaintsnh-pri.manchester.sch.uk
Website: www.allsaintsnh-pri.manchester.sch.uk
Headteacher: Mrs L Tennant B. Ed. Hons



January 2015

Privacy Notice For All Saints C of E Primary School

Privacy Notice - Data Protection Act 1998

All Saints C of E Primary School is the Data Controller for the purposes of the Data Protection Act.

Personal data is held by the school about those employed or otherwise engaged to work at the school. This is to assist in the smooth running of the school and/or enable individuals to be paid. The collection of this information will benefit both national and local users by:

- Improving the management of school workforce data across the sector;
- Enabling a comprehensive picture of the workforce and how it is deployed to be built up;
- Informing the development of recruitment and retention policies;
- Allowing better financial modelling and planning;
- Enabling ethnicity and disability monitoring; and
- Supporting the work of the School Teachers' Review Body.

This personal data includes some or all of the following – identifiers such as name and National Insurance Number and characteristics such as ethnic group; employment contract and remuneration details, qualifications and absence information.

We will not give information about you to anyone outside the school or Local Authority (LA) without your consent unless the law and our rules allow us to.

We are required by law to pass on some of this data to:

- The Local Authority
- The Department for Education (DfE)

If you need more information about how the LA and DfE store and use this data please go to the following websites:

www.manchester.gov.uk or

<https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>



If you are unable access these websites, please contact the LA or DfE as follows:

- Manchester City Council
Children's Services
P O Box 532
Town Hall
Manchester
M60 2LA

Website: www.manchester.gov.uk

Telephone: 0161 234 5000

- Public Communications Unit
Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT

Website: <https://www.gov.uk/government/organisations/department-for-education>

Email: <http://www.education.gov.uk/help/contactus>

Telephone: 0370 000 2288

Yours sincerely



MRS. L. TENNANT
Headteacher