

All Saints' C of E PTA School Association Privacy Notice

Under data protection law, individuals have a right to be informed about how the PTA uses any personal data that we hold about them. We comply with this right by providing 'privacy notices' or 'fair processing notices' to individuals where we are processing their personal data. The PTA is committed to protecting parent' privacy and this is a legal requirement under the General Data Protection Regulation (GDPR) which replaced the Data Protection Act on 25 May 2018. This privacy notice explains how we collect, store and use personal data about parents.

The PTA is a Data Processor and a Data Controller for the purposes of the Data Protection Act, 1998 to 24 May 2018 and GDPR from 25 May 2018. GDPR from 25 May 2018 requires that we keep data (personal information) confidential and secure. We must also inform families about what data we keep, why we keep it, and how we intend to keep it secure.

To help improve communication between parents and to assist with the organisation of events, from time to time we collect, store and use personal information such as name and contact details. As the committee members and trustees of All Saints' PTA, it is our duty to comply with the General Data Protection Regulations 2018.

The Regulation is designed to protect personal data stored electronically or in an organised filing system. The Regulation controls the way information is handled and gives legal rights to the individual whose information is being stored. Personal data is defined as any data which relates to a living individual who can be identified from the data and includes any expression of opinion about the individual.

In compliance with the General Data Protection Regulation we will ensure that:

Personal data will be collected, stored securely and used fairly and lawfully.

When we collect personal information we will either ask for consent to hold and use that data, or make people aware how we will use the information we collect and give them the option to 'opt out'.

We will only ask for information that is necessary and that we will use. Data we hold will be relevant to PTA matters and not be excessive.

Personal data will be accurate and up to date. We will ask parents/carers to let us know of any changes to the information (e.g. change of email address).

Personal data will be stored securely.

Personal data will not be kept for longer than necessary.

Old records will be destroyed securely. Electronic records will be deleted and paper records will be disposed of confidentially.

We will only use information given to us for its agreed purpose and will ask parent/carer consent before using it for anything else.

Parents/carers are entitled to see a copy of information we hold about them upon written request.

Last updated September 2019