



## **Introduction**

The 1590 Trust processes personal data relating to students, visitors and others. This policy provides a framework

and freedoms are not overridden);

An individual (or their parent/carer) has provided valid consent.

The Trust may process special categories of personal data in line with the special category conditions for processing set out in the GDPR and Data Protection Act 2018.

If the Trust offers online services to students such as classroom apps, consent will be obtained where necessary from students/parents/carers and in line with the GDPR and Data Protection Act 2018 (with the exception of online counselling and preventative services).

#### **Limitation, minimisation and accuracy**

We will only collect personal data for specified, explicit and legitimate reasons and will endeavour to explain these reasons to the individuals upon collection.

If we need to use personal data for reasons other than those initially provided we will seek to inform the individuals concerned before we do so and seek consent where necessary.

#### **Sharing personal data**

research.

The database is held electronically so it can easily be turned into statistics. The information is securely collected from a range of sources including schools, local authorities and exam boards.

The Department for Education may share information from the NPD with other organisations to strict terms and conditions about how they will use the data.

[how it collects and shares research data.](#)

You can also [contact the Department for Education](#) with any further questions about the NPD.

### **Youth support services**

Once our students reach the age of 13 we are legally required to pass on certain information about them to Stockton Council, as it has legal responsibilities regarding the education or training of 13-19 year-olds.

This information enables it to provide youth support services, post-16 education and training services and careers advisers.

Parents/carers, or students once aged 16 or above can contact our data protection officer to request that we only pass the ~~name, address and date of birth~~ name, address and date of birth to Stockton Council.

### **Subject access requests**

Individuals can make a ~~subject access request~~ access to gain access to their personal information held by the Trust. Subject access requests must be submitted for the attention of the Trust Data Protection Officer and should include details of the information requested.

Personal data about a child belongs to that child and not the child's parents or carers. For a parent or carer to make a subject access request with respect to their child, the child must either be unable to understand their rights and the implications of a subject access request, or have given their consent.

Children below the age of 12 are generally not regarded to be mature enough to understand their rights and the ~~be~~ be matu

## **CCTV**

We use CCTV in various l8ous