

# Privacy Notice

Please be advised that not all of this data is shared with everyone listed. We only share data required for that particular function and only the minimum required.

What is the service being provided?	School Clubs, Sporting Activities, School Trips, Pupil Support Services, PTA			
What personal data do we need from you?	Pupil Name Pupil DOB Pupil family contact details Pupil medical & SEN details			
Who will be using your Personal Data?	Who is the <a href="#">Data Controller</a> ?	Tiptree, St Luke's CofE Community Primary School		
	Who is the Data Controller's <a href="#">Data Protection Officer</a> ?	Lauri Almond (Essex County Council).		
	Are there any <a href="#">Data Processors</a> ?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Who are they?	Colchester United FC Mersea Outdoor Centre Billy Hudson External Sports Co-ordinators (various depending on sports activity being undertaken) – always available upon request. External School Trip Providers (various depending on activity being undertaken) – always available upon request. PTFA		
What will it be used for and what gives us the right to ask for it and use it?	<a href="#">The Purpose</a> (s):	To enhance education provision, inclusion and recreation		
	The <a href="#">Legal Condition</a> (s):	Consent		
	<b>You may withdraw your consent at any time by contacting us</b>			
Who else might we share your data with?				
Will your data be stored in or accessible from <a href="#">countries with no UK-equivalent</a> Privacy Law protections?	No			
How long will your data be kept?	When will it stop being used?	Breakfast Club – whilst pupil in attendance only School Clubs – duration of club Sporting Activities – duration of the activity Counselling – whilst pupil undertaking activity Trips – duration of trip PTA – when event completed		

	How long after this will it be deleted?				As above			
Our use of the data will be subject to your legal rights (marked if applicable):	<a href="#">Inform</a>	<input checked="" type="checkbox"/>	<a href="#">Access</a>	<input checked="" type="checkbox"/>	<a href="#">Rectify</a>	<input checked="" type="checkbox"/>	<a href="#">Erase</a>	<input checked="" type="checkbox"/>
	<a href="#">Restrict</a>	<input checked="" type="checkbox"/>	<a href="#">Portable</a>	<input type="checkbox"/>	<a href="#">Object</a>	<input checked="" type="checkbox"/>	<a href="#">Automate</a>	<input type="checkbox"/>
As you are giving us your data directly to us:	This is the reason why we are allowed to ask for it and use it:				To enable the delivery of these services			
	This is what could happen if you refused to let us use your data for this purpose:				Your child will not be able to participate in these events			
<b>Visit the following links for more information about Privacy Law, our obligations and your Rights:</b>								
<a href="#">The ICO Guide to the General Data Protection Regulations 2016</a> <a href="#">The General Data Protection Regulations 2016</a>								
<b>If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:</b>								
Postal Address	Essex County Council. County Hall. Chelmsford. CM1 1QH							
Email	<a href="mailto:DPO@essex.gov.uk">DPO@essex.gov.uk</a>							
Phone Number	03330 322 970							
<b>If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:</b>								
Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF							
Online Form	<a href="https://ico.org.uk/concerns/handling/">https://ico.org.uk/concerns/handling/</a>							
Phone Number	0303 123 1113							