

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 Photos/Videos							
What personal data do we need from you?	Name	Address						
Who will be using your Personal Data?	Who is the Data Controller ?	Hedingham School and Sixth Form						
	Who is the Data Controller's Data Protection Officer ?	Lauri Almond – Essex County Council						
	Are there any Data Processors ?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>			
	Who are they?	FM Litho, SIMS						
What will it be used for and what gives us the right to ask for it and use it?	The Purpose(s) :	To enhance education provision, inclusion and recreation						
	The Legal Condition(s) :	Consent						
	You may withdraw your consent at any time by contacting us							
Who else might we share your data with?	Press							
Will your data be stored in or accessible from countries with no UK-equivalent Privacy Law protections?	Hedingham School and Sixth Form							
How long will your data be kept?	When will it stop being used?							Itemise according to your title e.g. Photos & Videos = within 5 years of student leaving the school Except with express permission
	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):	Inform	<input checked="" type="checkbox"/>	Access	<input checked="" type="checkbox"/>	Rectify	<input checked="" type="checkbox"/>	Erase	<input checked="" type="checkbox"/>
	Restrict	<input checked="" type="checkbox"/>	Portable	<input type="checkbox"/>	Object	<input checked="" type="checkbox"/>	Automate	<input type="checkbox"/>
As you are giving us your	This is the reason why we are allowed to ask for it and use it:				To enable the delivery of these services			

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data directly to us:	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
Visit the following links for more information about Privacy Law, our obligations and your Rights:		
The ICO Guide to the General Data Protection Regulations 2016 The General Data Protection Regulations 2016		
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:		
Postal Address	Information Governance. County Hall (B2). Chelmsford. CM1 1QH	
Email	DPO@essex.gov.uk	
Phone Number	0333 032 2970	
If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:		
Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF	
Online Form	https://ico.org.uk/concerns/handling/	
Phone Number	0303 123 1113	

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