



Christ the King College

# Privacy Notice for Parents and Carers

## 1. Introduction

- Christ the King College is committed to protecting the privacy of parents and carers. This notice explains how we collect, use, store, and share your data, and what your rights are. We comply with the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

## 2. Who we are

- Christ the King College is the data controller.
- Christ the King College, Wellington Road, Newport, Isle of Wight, PO30 5QT, Tel: 01983 537070

## 3. Information we collect

- **Your Personal Information:**
  - Your name, address, contact details (phone numbers, email addresses).
  - Relationship to the child(ren).
  - Emergency contact details.
  - Financial information (e.g., for school payments).
  - Records of communications with the school.
  - Information related to safeguarding.
- **Your Child(ren)'s Information:**
  - As detailed in the student privacy notice, which also affects you as the parent/carer. This includes:
    - Personal details, attendance, academic records, medical information, safeguarding information, etc.

## 4. Why we collect your information

- To communicate with you about your child(ren)'s education and well-being.
- To provide pastoral care and support.
- To manage school administration, including admissions and attendance.
- To process payments for school activities and services.
- To ensure the safety and security of the school environment.
- To comply with legal obligations, including safeguarding requirements.
- To share information with relevant authorities, when legally required.



## Christ the King College

### 5. Legal basis for processing

- **Legal obligation:** We are required to process certain information by law (e.g., safeguarding, reporting to local authorities).
- **Public task:** We process information as part of our public task of providing education.
- **Contract:** Processing is necessary for a contract (e.g. school trips).
- **Vital Interests:** In rare cases, we might share information to protect someone's vital interests(e.g. medical emergency).
- **Consent:** In some cases, we may ask for your consent to process your information.

### 6. Who we share your information with

- Your child(ren).
- Other schools or educational institutions.
- Local authorities.
- The Department for Education.
- Healthcare professionals.
- Social services.
- Law enforcement agencies.
- Third-party service providers (e.g., payment processors).

### 7. How long we keep your information

- We keep your information for as long as necessary to fulfill the purposes for which it was collected, and in accordance with legal requirements. Retention periods vary depending on the type of information.

### 8. Your rights

- **Right to access:** You can request a copy of your information.
- **Right to rectification:** You can ask us to correct any inaccurate information.
- **Right to erasure:** You can ask us to delete your information in certain circumstances.
- **Right to restrict processing:** You can ask us to limit how we use your information.
- **Right to data portability:** You can ask us to transfer your information to another organisation.
- **Right to object:** You can object to our processing of your information in certain circumstances.
- **Right to complain:** You can complain to the Information Commissioner's Office (ICO) if you are unhappy with how we have handled your information.

### 9. Data security



Christ the King College

- We have security measures in place to protect your personal information.

#### **10. Changes to this notice**

- This notice may be updated periodically.

#### **11. Contact us**

- Please contact the school with any questions. [admin@christthekingcollege.co.uk](mailto:admin@christthekingcollege.co.uk)