



Christ the King College

Privacy Notice for School Governors

1. Introduction

- Christ the King College is committed to protecting the privacy of our school governors. 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

- Name, address, and contact details (telephone number, email address).
- Date of birth.
- Occupation and employment details.
- Qualifications and experience.
- Details of appointment and term of office.
- Attendance records at meetings.
- Declared interests (including financial and personal interests).
- Disclosure and Barring Service (DBS) check information.

4. Why we collect your information

- To manage the governing body effectively.
- To comply with legal obligations, such as conducting DBS checks and reporting to the Department for Education (DfE).
- To maintain accurate records of governing body activities.
- To facilitate communication and collaboration among governors.
- To ensure the proper administration of the school.



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5. Legal basis for processing

- **Legal obligation:** Processing is necessary to comply with a legal obligation (e.g., DBS checks).
- **Legitimate interests:** Processing is necessary for our legitimate interests in managing the governing body and running the school effectively, provided these interests are not overridden by your rights and freedoms.
- **Public task:** Processing is necessary for the performance of a public task carried out in the public interest (e.g., fulfilling our educational responsibilities).

6. Who we share your information with

- Department for Education (DfE).
- Local authorities.
- DBS checking service.
- Other members of the governing body.

7. How long we keep your information

We retain your personal data for as long as necessary to fulfil the purposes for which it was collected, taking into account legal and regulatory requirements. Our data retention policy [[link to policy or brief summary](#)] sets out specific retention periods for different types of data.

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

- 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