



Blossomfield Infant and Nursery School

Privacy Notice - Data Protection Act 1998

We collect, use and store information about our pupils and may receive information about you from your previous school. This information helps us:

- support our pupils' teaching and learning;
- follow and report on our pupils' progress;
- provide the right care and support for our pupils; and
- understand how well our school is doing as a whole.

The information we keep includes contact details; assessment marks and results; attendance records; other information such as ethnic group or religion; special educational needs; and any relevant medical information.

We are required (under the Data Protection Act) to take care of all information and we take this responsibility seriously.

We will not give information about you to anyone outside the school without your consent unless the law and our rules permit it. We are required by law to pass some of your information to the Local Authority (LA), and the Department for Education (DfE).

If you want to see a copy of the information we hold and share about you, then please contact the school (office@blossomfield.solihull.sch.uk).

If you want more information about how the LA stores and uses this data, please contact:

Education Information Management Services

Solihull Metropolitan Borough Council
Council House
Solihull
West Midlands
B91 9QU

Tel: 0121 704 8313
Email: eims@solihull.gov.uk

For more information about how the DfE stores and uses this data, you can visit the following website:

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

Please contact the DfE if you would like a printed copy of the information:

Public Communications Unit

Department for Education
Sanctuary Buildings
Great Smith Street
London
SW1P 3BT

Tel: 0870 000 2288
Email: www.education.gov.uk

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Pupil Attendance and Welfare Information

Blossomfield Infant & Nursery School uses Central School Attendance and Welfare Service Ltd (CSAWS) to support the school with the processes associated with children's attendance at school.

As Solihull Education Authority no longer offer this service to the school Blossomfield Infant & Nursery School decided to employ CSAWS to provide the legal monitoring services and support that will help reduce the number of persistent absent pupils and improve whole school attendance. We believe that through attending school every day on time children and young people will get the best possible start in life.

We collect, use and store attendance information about our pupils and may receive information about you from your previous school. The information we keep regarding attendance includes name, contact details, attendance records, late records and any relevant medical information.

Where there is cause for concern this information is shared with CSAWS during regular attendance meetings held at our school. CSAWS then follow up attendance concerns with parents and carers on our behalf.

Blossomfield Infant & Nursery School and CSAWS are required (under the Data Protection Act) to take care of all information and we take this responsibility seriously.

CSAWS may also share information with relevant agencies to access support and services for children and families and to form assessment. This is done with written consent of the parent (exceptions being where to do so would place a child at risk of harm); their Privacy Statement can be viewed at <http://www.csaws.co.uk/privacy-notice/4591967781>

If you want to see a copy of the information we hold and share about you, then please contact the school.

Blossomfield Infant & Nursery School
Eastcote Close
Shirley
Solihull
B90 3QX

Tel: 0121 744 5522

If you want to know more about how CSAWS uses and processes your information or you would like to see a copy of your information contact enquires@csaws.co.uk For further information <http://www.csaws.co.uk/home/4589848273>