



Data Privacy Notice: Use of your child's personal data

St Botolph's Church of England Primary School

Approved by: Governing Body

Date 1st April 2026

Last reviewed on: April 2026

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"Teach children how they should live, and they will remember it all their life". Proverbs 22:6

Our vision is to nurture every person's unique God-given potential by teaching them how to live with respect, compassion, and integrity, so that the values they learn today will guide them for a lifetime.

Our children will strive to be the best they can be.

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This privacy notice is for parents/carers of children who you don't consider capable of understanding and exercising their rights over their own data (children are generally considered capable at age 12, but you'll need to consider this on a case-by-case basis). Use the **privacy notice for pupils** if you have children you do consider capable, either alongside or instead of this notice.

1. Introduction

Under UK data protection law, individuals have a right to be informed about how our school uses any personal data that we hold about them. We comply with this right by providing 'privacy notices' (sometimes called 'fair processing notices') to individuals where we are processing their personal data.

This privacy notice explains how we collect, store and use personal data about **pupils at our school**.

This privacy notice applies while we believe your child is not capable of understanding and exercising their own data protection rights.

Once your child is able to understand their rights over their own personal data (generally considered to be age 12, but this has to be considered on a case-by-case basis), you should instead refer to our privacy notice for pupils to see what rights they have over their own personal data.

We, St Botolph's Church of England Primary School Sleaford, are the 'data controller' for the purposes of UK data protection law.

2. The personal data we hold

We hold personal data about pupils at our school to support teaching and learning, to provide pastoral care and to assess how the school is performing.

Personal data that we may collect, use, store and share (when appropriate) about your child includes, but is not restricted to:

- Contact details, contact preferences, date of birth, identification documents
- Results of internal assessments and externally set tests
- Pupil and curricular records
- Exclusion information
- Attendance information
- Safeguarding information
- Details of any support received, including care packages, plans and support providers

- Information about your child's use of our information and communications systems, equipment and facilities (e.g. school computers)

We may also collect, use, store and share (when appropriate) information about your child that falls into 'special categories' of more sensitive personal data. This includes, but is not restricted to:

- Information about any medical conditions we need to be aware of, including physical and mental health
- Photographs and CCTV images captured in school
- Information about characteristics, such as ethnic background or special educational needs (SEN)

We may also hold data about your child that we have received from other organisations, including other schools and local authorities.