



Privacy Notice - Learners and Parents/Carers

How R.E.A.L Education uses learner and parent/carers data

This privacy notice explains how R.E.A.L Education and R.E.A.L Independent Schools collect and use your data and outlines how the data will be stored and processed under the General Data Protection Regulations. Learners can be categorised into the following groups:

- On roll learners - those young people who are registered as a learner at one of our R.E.A.L. Independent Schools
- Off roll learners - those young people with R.E.A.L Education who are registered at another school or Local Authority (receiving education other than at school)

Why do we collect your data?

- To meet our statutory and legal obligations
- To safeguard and protect learners
- To provide a bespoke learning package devised around learners needs
- To manage behavior and attendance
- To monitor progress and ensure learners achieve their full potential
- To keep learners and families informed
- Maintaining a safe environment

What sort of data might we collect?

- Personal information such as name, address, contact numbers, family details etc
- Medical information, this might be linked to medication, EHCP
- Referral information from Commissioners
- Safeguarding information
- Attendance information
- Qualification data
- Assessment data
- Behaviour information
- Destination information
- CCTV including use of Dashcams in staff vehicles if transporting Learners - see full CCTV Policy



The lawful basis on which we process this information

This means the laws that are in place that allow us to collect and use your information. Without these laws we wouldn't be able to work with you as we wouldn't be able to process information about you:

The lawful basis for trusts and schools to collect information comes from a variety of sources, such as the Education Act 1996, Regulation 5 of The Education (Information About Individual Pupils) (England) Regulations 2013, Article 6 and Article 9 of the UK GDPR

We also have obligations to collect data about children who are at risk of suffering harm, and to share that with other agencies who have a responsibility to safeguard children, such as the police and social care.

We also share information about learners who may need or have an Education Health and Care Plan. Medical teams, doctors and nurses, have access to some information about you and we may have to share with them or they may have to share with us.

Collecting this information

As well as the data we collect while you are at R.E.A.L around progress, attainment, attendance and behaviour, Information we receive is usually given to us via a third party e.g. a school or local authority and we also ask for initial information from your parent(s)/carer(s) and you to help us confirm any information we may have already received..

Storing this information

The length of time we will store your information is determined by different factors and so we have a "retention policy" that determines what information we need to store and for what length of time. Please see our GDPR Policy for full details.

Who we share this information with

When processing or sharing your information we will always endeavor to share the minimum amount of information required to fulfill our obligations. We may be required to share information with:

- Commissioners (Schools, academies etc)
- Local Authorities
- Support services around the family (Youth Support, CAMHS, Educational Psychologists etc)
- Health Services (NHS, Schools nurses or your doctor, vaccination teams)
- Social Care Organisations
- The Police and Court services
- Professional bodies related to your Education



Sports Complex (as part of the Educational Programme)
Alternative Education Providers (to enhance educational packages)
Department for Education (DfE)
Exam Boards
Relevant IT systems - attendance, safeguarding
Parent/Carer Communication Systems
Suppliers of educational software and apps that allow us to educate you in innovative ways
Auditors
Insurance suppliers

Requesting access to your personal data

Under data protection legislation, you have the right to request access to information about you that we hold, this is called a Subject Access Request (SAR). To make a SARS request for your personal information you can write to DPO at R.E.A.L Education, Kings Mill Way, Mansfield, NG18 5ER or email gdpr@real-education.org. You will be sent a form to complete to verify your identity and detail the information you wish to see.

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed

If you have a concern about the way we are collecting or using your personal data, we ask that you raise your concern with us in the first instance, by contacting our DPO at gdpr@real-education.org

Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

Further information

If you would like to discuss anything in this privacy notice, please contact:

gdpr@real-education.org